

2026 St. Matthew's Outreach Grant Application (Revised October 15, 2024)

Living Our Mission – The purpose of the Outreach Commission is to help the parish live out its passion for service to the community and to propose to the Vestry a distribution of the Outreach budget to Qualified Organizations serving those Passion Areas. We do this through: 1) Administering an annual grant process to support Qualified Organizations, especially those founded with St. Matthew's help or with significant parishioner participation. 2) Identifying ways parishioners can provide hands-on service together and encouraging parishioner participation in the ministries we support financially. 3) Reporting on the impact St. Matthew's devotion of time, talent, and treasure made on the ministries we support.

Passion Areas – In Genesis 2:15, all peoples are called to care for God's creation. In Matthew 25:35-36, Jesus goes further to specifically call us to feed, clothe, visit, invite, comfort, and care for those in need. To that end, the parishioners of St. Matthew's have identified outreach "Passion Areas" on which to focus our service. For 2023-2027 those areas are: Alleviating Isolation, Creation Care, DEI (Diversity, Equity, and Inclusion), Interfaith, Immigrants, Poverty (includes Children, Economic Opportunity, Food, and Housing), and Children & Youth (Non-Poverty related).

Grant Application Eligibility Requirements

1. Applicant must be a member in good standing of St. Matthew's, as explained on the church website (<https://stmattsaustin.org/About/vestry.html>), excluding the Outreach Commission Chair.
2. Applicant agrees to champion the awarded organization within St. Matthew's to raise awareness, encourage participation, and submit an Annual Review form at year-end.
3. Applicant agrees to provide additional information about the Qualified Organization's business structure, financial health, executive leadership team, etc. upon request from the Chair.
4. Qualified Organization agrees to allow an on-site visit by the Chair or representative after the application is submitted and to allow St. Matthew's to request additional information as needed.
5. Completed applications (all fields are required) must be submitted to outreach@stmattsaustin.org by **February 13th**, along with any supporting materials.
6. Applicants are encouraged to present their application at the **March 3rd** Outreach meeting.
7. Note: Applications require approval by both the Outreach Commission and the Vestry.

Important Dates for 2026 Grant Applicants

- 1/30 - Grant Applications Released
- 2/3 - "How to Apply" grant workshop (Zoom option included)
- 2/13 - Applications Due
- 2/20 - Outreach member questions due to Chair, Chair aggregates to send to applicants
- Feb 22-Mar 3 - Applicants respond to questions or wait to do so in-person at 3/03 meeting
- 3/03 – Optional in-person grant application presentation to Commission (final Q&A opportunity)
- 3/22 – Outreach Commission funding allocation vote; 3/24 – Vestry votes on proposed funding
- 3/29 – Grant Recipients Presented to the Parish at 10:30 AM service
- 10/1 – Unless otherwise specified here, all funding must be paid out by **October 1, 2026** or risk reallocation to other organizations (i.e. Outreach grants are "use it or lose it").



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Applicant/Parishioner Information:

Name: _____

Address: _____

Phone: _____ Email: _____

Signature: N/A (Your email submission of this application serves as a digital signature)

Organization Information:

Entity Name: _____

Main Address: _____

IRS Tax / Non-Profit ID: _____

Website (if applicable): _____

Link to Annual Report (if exists): _____

Contact Name: _____

Contact Phone: _____ Email: _____

Answer the questions to the best of your abilities:

1. Funding amount requested: _____

2. Planned time frame for using the funds (i.e. send check to organization or describe other usage):



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3. Rank with which Passion Area(s) this work best aligns (Rank up to 3 – with #1 the best) ([Definitions](#)):

- Alleviating Isolation
- Creation Care
- Diversity, Equity, Inclusion (DEI)
- Interfaith
- Immigration
- Poverty (includes Children, Economic Opportunity, Food, and Housing)
- Youth and Children (Non-Poverty related)

4. Explain your answer to #3:

5. What is your personal experience with this organization (include time periods, types of service)?



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6. History of parishioners involved with organization – including names, time periods, types of service:

7. Is the Organization a prior St. Matthew's grant recipient? How much, what years, how did the Annual Review align with the Application? (i.e. as expected, better, worse):



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8. Explain the Organization's mission/purpose and how it operates within the community (incl. geographic area served and target population):

9. Explain how working with this Organization lends itself to parishioner volunteer opportunities (include a specific example of a volunteer activity for the parish to undertake in support of this organization and a proposed timeline; what is the plan to encourage parishioner involvement):



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10. Is there a specific program/project within this Organization the funds would support? Explain:

11. Explain evidence of the Organization's need for St. Matthew's financial support:



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12. Who would these funds serve, and how would the funds be used, specifically (i.e. quantifiable outputs are ideal)? For example: this funding would purchase backpacks and supplies for 50 children who are economically disadvantaged.

13. Is a partial funding for the Grant amount of use? How would your plans change?