



2023 Grant Application

Applicants for funding by 2023 Christmas in St. Michaels are advised that grant funds will be disbursed in February 2024.

Applicant Organization Name: _____

Mailing Address: _____

Physical Address: _____

Contact Person: _____ No.: _____

E-mail Address: _____

Website: _____

1. Organization Overview, to include mission statement, community served and nature of service, years in existence. (**One** additional sheet of information may be attached.)

2. Describe the specific program for which funds are being requested. Indicate beginning and ending date, type of program, whether new or old program, define population being served.

3. Define expected outcome of program to be funded, including how success will be measured.

4. Total Program Budget (indicate "Actual" or "Projected") \$ _____

5. Total Program Funds being requested \$ _____

6. If difference between Program Funds being requested and Total Program Budget, please describe how additional funding will be obtained.

7. Please indicate ways in which funding support from Christmas in St. Michaels will be acknowledged.

Your application for funding is considered complete only when the following have been provided to Christmas in St. Michaels. Failure to submit any of the following, by the application deadline, will render your application incomplete. Incomplete applications will not be considered.

- **Completed 2023 Grant Application**
- **Copy of current Annual Report and Budget**
- **List of current Board of Directors with contact information (telephone and/or email)**

Deadline for Application: Postmarked on or before September 1, 2023.

Application Action: Notification of Beneficiary Status September 30, 2023. Notification of amount of grant in January 2024.

Distribution of Funds: February 2024

Note: Funds will be distributed to beneficiaries of Christmas in St. Michaels in February of each year or at such time as designated by the Board of Christmas in St. Michaels. In the case where a beneficiary requests that the funds be held by Christmas in St. Michaels for a designated period of time, with Board approval, the funds may be held for a period not to exceed the end date of the program being funded. Funds that are undistributed at the end of a program period will be returned to the General Fund of Christmas in St. Michaels and the beneficiary will be notified of the Board's action.

No final program reports need to be sent to Christmas in St. Michaels prior to applying for a 2023 Christmas in St. Michaels grant. A reporting form will be provided with notification of a 2023 grant to be completed prior to applying in 2024.

Mail Application and all required documents to:

**Christmas in St. Michaels
P.O. Box 873
St. Michaels, MD 21663
Attn: Application Committee**