**One Hundred Shares Dallas, Inc.**

**Grant Application**

***Our mission: One Hundred Shares – Dallas, Inc. (OHS) was formed to support the work of Christian non-profit organizations in the Dallas area that serve “the least of these” and share the gospel. Annually, a total of $100,000 will be awarded in the Spring to a non-profit organization(s).***

***Your Mission:*** *The OHS-Dallas Board will examine the match between the mission of each grant applicant and the mission of OHS-Dallas (above) to evaluate each organization and make our selection(s). Please read our mission carefully.*

*See the end of the application for details about our timing and process.*

1. **Essential information at a Glance**

**Name of organization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name & title of Executive Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ED’s email, phone number & mailing address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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***In a few words,* what your organization basically does (examples: “mentoring” or “serve exploited women” or “house the homeless”) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Grant Request Amount $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Link to Web Site/Web Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*Our heart is to significantly propel a ministry forward, help a small ministry expand, or fund an entire project with this grant. \*\***

1. **Purpose of Grant / Description of your specific Project**
2. **Specific project for this grant money, description of target population, and benefits project will render. Will this grant significantly propel your ministry forward, help you expand, or fund an entire project with this grant? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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1. **Please insert a detailed project budget here which shows how you arrived at the amount for which you are asking, and how you will spend it.**
2. **Measurable project goals & methods of evaluation; How will this project measurably expand an existing initiative or establish a new initiative:**

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1. **Timetable for implementation of project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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1. **Key staff and/or volunteer participation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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1. **Long-term strategy for funding the project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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1. **Organization Information:**
2. ***Summary* of your organization’s mission or vision: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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1. **Organization’s statement of faith/doctrinal statement, or a link to it on your website:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**C. Brief description of organization’s current programs and accomplishments:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**D. *Brief* summary of organization’s history:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**D. Describe how the ministry is specifically and actively engaged in evangelism and discipleship:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**E. Number of people served annually:**

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**F. Please share a testimony of one of your organization’s participants or share a story that demonstrates the mission of your organization being implemented. We would like something that provides a picture of the heart and soul of your organization.**

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**G. Grant Applicants Board of Directors and Offices: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Grant Requirements, Questions & Restrictions:**

**Is this a multi-year project? \_\_\_ Yes \_\_\_ No**

**Does your organization serve the county of Dallas** **or have a specific project for this grant that focuses on the county of Dallas? \_\_\_\_\_Yes \_\_\_\_No (We focus on Dallas)**

**Does your organization meet the needs of “the least of these”?** (Mt. 25:35-40) **\_\_\_\_Yes \_\_\_\_No**

**Does your organization verbally share the gospel?** **\_\_\_\_Yes \_\_\_\_No**

* **Tax Exemption:** The grant applicant must have been in possession of a **501 (c) (3)** Internal Revenue Service Exemption letter for **two (2)** years prior to the time of the application. Does your organization meet this criterion? **\_\_\_\_Yes \_\_\_\_No**
* **Legal Compliance:** It is important that our grant recipients are in compliance with the laws of our land on the local, state and federal levels. That is: all documentation and reporting is current as required by government authorities and all funds received are and will be correctly allocated in accordance with the intent of the grantors so as not to create liability for the giving organization. Can your organization provide one of the following?:
  + Audited financial statements? \_\_\_\_\_\_
  + Unaudited financial statements? \_\_\_\_\_
  + IRS form 990? \_\_\_\_\_
* The Grant Applicant may not be a Church. (*100% funding comes from one church or all of leadership is from one church/one specific denomination*)
* Endowments\* will not be considered.
* Proposals to fund advertising and marketing of the organization may not exceed 20%. We prefer the same for non-program salaries\* but may make exceptions this year. ***Are you requesting funds for advertising and/or marketing and/or non-program salaries that exceed 20% of the grant request amount?*** **\_\_\_\_Yes \_\_\_\_\_No**

**How did you find out about One Hundred Shares? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**V. Materials to submit:**

1. **Application (above)**

**2) Detailed Grant project budget**

**3) Supporting Documents**

**A. Copy of 501 (c) (3) IRS letter cover page**

**B. Copy of 990 or Audited or Reviewed Financials**

**C. Current list of Board of Directors, staff and their positions**

**D. Annual ministry report with Auditor’s report, organization’s brochure, newsletter or an electronic link.**

**E. (optional) a LINK to a short video may be submitted.**

1. **Submittal Process:**

**We begin receiving applications** for the following year the day after our award is granted each April.

**All required application materials must be submitted via Dropbox.com** by midnight on **August 1st** of the current year, which is the deadline established by the OHS Board of Trustees. Once a grant application is submitted, the applicant is not allowed to make revisions of any kind.

**To submit materials:**

1. File naming convention: Put the **name of your organization at the beginning of the file name** of EVERY file that you submit; use OHS instead of spelling out our name, if you use our name.

Example: Angels Of Dallas List of Board Members.docx

This is very important, please adhere to this and save us gobs of time. Thank you!

1. Use this link to upload files: 2025-2026: <https://www.dropbox.com/request/tJaWZJYAe3GX2xq1CHFd>
2. Follow the directions to add files. *Email questions that you have about the application questions or the application process to*[**grants@OHSDallas.org**](mailto:valeriedavis2010@gmail.com) **or** [**valgalusa@gmail.com**](mailto:valgalusa@gmail.com)**.** If you need assistance applying for grants in general, or to learn more about building a strong non-profit organization, please contact the Center for Nonprofit Management at [www.cnmdallas.org](http://www.cnmdallas.org)

**VII. Grant Selection Calendar**

* **August 1 or before:** Grant application (electronic copy) must be submitted**.**
* **October 31 or before:** OHS Board will select finalists.
* **OHS Fall Partners event:** Four finalists present at the Fall OHS Partners Event (aka the Presentation of Finalists).
* **January and February of the following year:** Site visits of the four finalists will be conducted.
* **April:** Grant award recipient(s) will be announced publicly at the Spring OHS Partners Event, the Award Luncheon. Funds will be distributed at the event.
* **August 15th of the year the monies are received, and January 10th of the following year:** Recipient’s progress reports are due to grants@OHSDallas.org

**VIII. When Chosen as one of four Finalists:**

* **Presentation to Partners**-Ministry must make a ten minute overview presentation at the Fall OHS Partners Event in the Fall (aka the Presentation of Finalists).
* **Site Visits:** After review of the grant applications, site visits will be arranged with those selected as Finalists by the OHS Board. See calendar for dates.
  + At least one (1) Board Member must be present for an OHS site visit.
  + We encourage all of our Partners to see the ministries first-hand

**IX. When Awarded the Grant:**

* **Recipient Presentations:** The grant recipient attends the OHS Partners Spring Event, which is the Award Luncheon the year after you apply, to receive the check, and again in the following year to actually report back (5-7 minutes).
* **Progress Reports:** The recipient(s) of the OHS Grant is required to send two (2) progress reports to the OHS Board within the 12 months after the grant is awarded. The first is due August 15th in the year the money is received and the second report on January 10th the following year. **Reports to be emailed to** [**valgalusa@gmail.com**](mailto:valgalusa@gmail.com) **AND** grants@ohsdallas.org**.** Reports consist of a few paragraphs regarding how the money has been spent and the story of a person who has been impacted by the way the grant money has been used.

**Word Definition** as used in this document:

**Endowment**- An **endowment fund** is a fund held by a charitable organization in which the donor has imposed a restriction that prohibits some or all the fund from being spent currently. Often the principle is held in tact while the interest or dividends earned are spent.

**Operating as a Church**: Our definition is an entity that is funded and operated by one church. This would include being under the same 501(C)3. This would include all funding sources being from one denomination, even if it involves multiple church congregations.

**Non-program salaries**: Administrative and operating salaries ex: receptionist, accountant.

**“Share the gospel”:** Through both word and deed. It is the hope that we offer even as we offer counsel, physical help, direction, or comfort. That Christ died for our sins in our stead to reconcile us to Himself forever.

**Dropbox: One place to safely store and share large documents that can be accessed from any computer that is registered to share.**