

2024/25 OHSB Grant Application Information

Part One: Letter of Intent

- May 1, 2024 Letter of Intent Form Available Online
- June 15, 2024 Letter of Intent Due

Part Two: Grant Application

- July 15, 2024 Notification Regarding Selection to Submit Full Grant Application
- August 15, 2024 Grant Application Due

In March of 2025, we plan to award either one grant of \$100,000 to a single organization or two grants of \$50,000 each to two ministries in our community.

2024/25 GRANT APPLICATION GUIDELINES

Grant Criteria

Application Process: All applicants must complete a Letter of Intent and submit it no later than **midnight on June 15, 2024**. All applicants will be notified when their LOI is received. Please carefully review the grant criteria and requirements prior to completing the Letter of Intent. Your LOI will enable OHSB to determine your eligibility to submit a full Grant Application.

We will notify all eligible ministries by **July 15, 2024**, if they have been selected to move to the second step of our application process. Invitations to eligible ministries to submit a Grant Application will include a link to the Grant Application which will be due **by midnight, August 15, 2024**. **No extension of this deadline will be granted.**

Christian Non-Profit: The requesting organization must exist as a Christian non-profit that serves those in need and proclaims and shares the gospel in an active way. The organization may not be a church.

Mission Alignment: The OHSB Board will examine the correlation between the mission of One Hundred Shares Houston and the mission of each grant applicant as a means of evaluating each application. Please read our mission statement carefully.

Our Mission Statement: One Hundred Shares Houston, OHSB, is a Christ-centered organization that awards financial grants to Christian non-profit organizations in the Houston area, whose purpose is to serve people in need and proclaim the gospel.

In the spring of 2025, we will award either one grant of \$100,000 to a single organization or two grants of \$50,000 each to two ministries in our community.

Geographic Restriction: The request must be for an organization that serves in the Houston area. The location of the site (or at least one of the sites) where services are provided must be within a **maximum distance of 35 miles** from City Hall in downtown Houston.

Tax Exemption: The grant applicant must have been in possession of a 501(c)3 Internal Revenue Exemption letter for two years prior to the date of the application.

Grant Request: Requests will only be considered if they are for funding a new initiative or expanding an existing program with funding needs after March 2025. Grant recipients should spend the funds from OHSB within 12 months of receipt. The applicant must demonstrate that the request for funding does not include an amount exceeding 20% of the total grant request for non-program funding. For example, proposals to fund advertising and marketing of the organization, consultant fees, non-program salaries, and temporary employee salaries may not exceed 20% of the grant request amount.

Capital Campaigns and Endowments: OHSB will only consider support for capital campaigns if the request is to fund a specific component of the campaign. OHSB does not fund endowments.

Grant Applicant's Board of Directors: Grant applicants are required to submit the names and occupations of their board members. No minimum number of directors is required for consideration. At least one board member is required to be present at the Fall OHSB Partners Meeting, Site Visit, and the Spring Awards Luncheon. (See Grant Application Calendar)

Frequency of Grants: Previous grant winners may reapply with OHSB **five** full years after they receive a grant.

- Year 1: Grant funded
- Year 2: Not eligible
- Year 3: Not eligible
- Year 4: Not eligible
- Year 5: Not eligible
- Year 6: Eligible to submit a new grant application

Request Format & Submission:

A **Letter of Intent** must be completed using our online form. All eligible applicants will receive a link to the grant application and a grant application checklist. A **Grant Application** will include both the application and a list of documents to submit.

Grant Applicant Requirements

Initial Board Visit: A OHSB Board Member will contact the organization for an in-person visit to the organization in September 2024.

Applicant Presentation: Four finalists will be chosen in October 2024. These finalists will make a seven-minute presentation at the Fall OHSB Partners Meeting in early November 2024. At least one board member from your organization is required to be present.

Site Visit: After the Fall OSH Partners Meeting, OSH will contact each of the Four Finalists to arrange a Site Visit. The Board and Partners are all invited to this one-hour presentation. Site Visits will take place in late January 2025. At least one board member from your organization is required to be present.

Awards Luncheon: Selection and notification of the Grant Recipient(s) will be made after February 15, 2025. Grant Recipients will attend the Spring Awards Luncheon in early March 2025. At least one board member from your organization is required to be present at the Awards Luncheon.

Progress Reports: Grant Recipient(s) is required to send two progress reports to the OSH Board within the twelve months after the grant is awarded. The first report is due on or before September 1, 2025, and the second report is due on or before February 15, 2026. Reports must be submitted via email to info@onehundredshareshouston.org.

Grant Notifications

All applicants will be notified when their Grant Application is received. They will be notified in October 2024 if they were selected as one of the Four Finalists. Notification of the Grant Recipient(s) will be made after February 15, 2025.

Questions

Please direct all questions to the Grants Committee at grants@onehundredshareshouston.org.

Thank you for your interest in applying for a grant from One Hundred Shares Houston!