



General Grant Application

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Donor Manager
Fund for Assistance
to the Russian Orthodox Church Outside of Russia
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Attention: Last-minute applications, applications for past events, etc. will not be reviewed.

1. Date of Grant Request:

2. Organization/Person's Name:

Address:

Phone:

Email:

Contact person:

3. Mission and description of your organization:

4. Have you or your organization received a grant from the Fund for Assistance previously?
YES NO

5. If, yes, for how much and when?

6. What amount are you asking for: \$ (in U.S. dollars when possible)

7. Purpose of grant:

8. Please describe why you need help/describe event or project.

9. Date of Event:

10. Population Served (who will receive assistance):

11. How many people will benefit:

12. How would funding this request directly benefit ROCOR? (Please be very specific – this is IMPORTANT.)

13. Where you have applied for other funding and for how much money was the request?

14. Please provide a total budget and justification.

15. For first-time clergy applicants only – please provide a reference from your ruling bishop, saying that you are a clergyman in good standing (an e-mail will suffice).

16. Please provide any additional information you deem necessary to support your grant request to help facilitate consideration.

NOTE: All grantees must mention the Fund for Assistance **as sponsor in any announcements** or reports on the event. Follow-up reports to the Fund for Assistance within a month (30 days) after the end of the event or the receipt of funds, whichever is earlier, are mandatory.

We also require a 5-10 minute **presentation on how the Fund for Assistance has helped in your cause to event participants with a call for action during the event.**

Please submit ALL of the following materials if you are planning to ask for more support in the future:

I. Written report

1. Who participated (how many people, any unusual details)?
2. What was the purpose of the trip?
3. What has been accomplished? Was it more or less than you expected?
4. Most vivid memories.

II. Pictures

2-3 photos of participants, lecturers, clergy holding a sign saying something like:

- “Thank you for helping us attend St. Herman’s!”

- “Thanks to you, we built a school for our children!”
- “I love FFA!”
- “When you give to the FFA, you help people like me!”

III. List of participants with names, addresses, and e-mail addresses.

IV. Short Thank You video for FFA (thanking FFA **DONORS** for support, *not any other organization or person*) – can be recorded on a smartphone – no longer than 20-30 seconds. (1-2 well-spoken youth, locals – priest, 1-2 locals).

NB: Please do NOT thank ALL your contributors (your parish, non-FFA donors, etc.) in this video. This will automatically disqualify you from receiving aid.

Possible shots for the video:

One person at a time speaking on camera. If it’s the priest, we need to see his cross, etc., so we know he’s a priest. If it’s a participant, they need to look at the camera. See script ideas below.

Please have at least 3-4 people record a message. NOTE: please stand as closely to the speaker as possible. This will ensure better audio and video.

Possible Script:

- “Thanks to **donors like you**, we were able to assist in restoring an ancient monastery.”
- “Thanks to **donors like you**, I was able to participate in St Herman’s Conference.”
- “Thanks to **donors like you**, I met like-minded Orthodox youth.”
- “Thanks to **donors like you**, I feel like I belong in our Church.”

The idea is to say: “Thanks to donors like you” and show a tangible result.

Please, do NOT say: “Thank you FFA for...” The video you are making is for **DONORS, not to thank the FFA Board.**

Good reporting is crucial to the work of the Fund for Assistance to ROCOR.

Without a detailed report on how donors' money directly assisted our clients, we are unable to report to our donors, who tend to get upset about not knowing how their hard-earned money changed lives, and stop giving.

Please know that these requirements are critical to our reputation and, ultimately, to ROCOR. Please make every effort to fulfill our requirements. Thank you.

Please sign the following (if an unsigned request is submitted by e-mail, the person who filled out the application is still responsible for providing a report.)

I, the undersigned, am responsible for providing FFA with the abovementioned necessary written reports, videos, and photos, etc.

I understand that my failure to comply with FFA's reporting policies will upset their donors, and thus hurt FFA's ability to raise funds for the many needs of the Russian Orthodox Church Outside of Russia, including my own.

If I do not submit a report within 30 days after the end of the event for which I receive funds, I will be banned from any other aid for the next two (2) years.

Applicant's signature(s):