



Faith, Hope and Charity Recycle Store, Inc.  
449 Industrial Blvd., Suite 120  
Ellijay, GA 30540  
706-635-3035

October 12, 2024

Dear Faith, Hope & Charity Grant Recipients,

It doesn't seem possible that a year has passed and it is time for grant applications again. From reading your quarterly reports, I can see that you have all been very busy. I appreciate so much all that each and every one of you do for the citizens of Gilmer County.

Below is the application and the information need or you can go to our web site to get a copy.

Thank you,  
Joan Compton.

**The method for obtaining a grant from Faith, Hope, & Charity for 2025 is as follows:**

- Complete a grant application provided by us. The more complete this application is the more likely your chance of being considered for a grant.
- Applications can be mailed to the above address, delivered in person, or emailed to [fhcgrants@etcmail.com](mailto:fhcgrants@etcmail.com)
- If the application is hand delivered, it must be given to a member of the Grant Committee or the Manager on Duty at the store.
- The envelope must be sealed and must specify "Attention: Grant Committee".
- The application can be delivered or sent in by November 15, 2024.
- **The application must be received or delivered to us no later than November 15, 2024. Applications received after this date will not be considered unless previously agreed upon.**
- The Board of Directors will receive recommendations from the Grant Committee at the December, 2024, Board meeting and they will make the final grant decisions. You will be notified in writing of the results of your request.
- Grants are paid monthly or annually. Monthly grants are effective January of the following year. Annual grants are awarded at various times throughout the year. Quarterly reports are required as to how the money was used in the previous quarter (see Section 5 for dates). Your monthly grant check will be held until you furnish your quarterly report.
- If you have any questions about this process please contact Joan Compton, Grants Chairman at 706-635-3035 or her cell phone 706-273-0699 or home phone 706-636-2417.

Section 1

Organization name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City/Zip code: \_\_\_\_\_

Mailing Address if different: \_\_\_\_\_

Telephone/Cell Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

\_\_\_\_\_  
Federal Tax ID: \_\_\_\_\_

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Section 2

Does your organization hold a 501 ©  
(3) status? Yes No \_\_\_\_

If no, why not?

Does your organization require  
formal commitment to any  
particular religious doctrine or  
faith in order to receive  
services?

\_\_\_\_\_

1. Attach a copy of your year-end financial statement(s) and audit reports, if available, for the most previous year as well as the latest quarter. Attach a copy of your current year budget and

a copy of your most recent IRS Form 990.

2. Describe the administrative structure of the organization including staffing and governing body.

3. Describe the administrative structure of the organization, including your staffing and any governing body.

4. When applicable, please provide a list of the organization's officers and a copy of its By-Laws.

### Section 3

1. State the mission of your organization:

2. Describe the problem/situation this grant will help to address:

### Section 4

1. Amount of monthly grant requested: \_\_\_\_\_

OR Amount of one-time grant requested: \_\_\_\_\_

Describe specifically how these grant funds would be spent:

2. List existing and other potential funding sources:

## Section 5 Quarterly report agreement for grant recipients:

In addition to the quarterly financials, your quarterly report must include a summary of how the money was used during that quarter. There is no specific form to be completed because each of the grant recipients is different and serves differing segments of the community.

It is not the intent of the Grant Committee to make the report cumbersome to your organization. It is merely our intent to oversee that our donations are being utilized for Gilmer County residents and that they are being used for the purpose stipulated in your grant. In all cases, we wish to have the number served by the funding report.

Due dates of quarterly reports:

The quarterly reports are always a quarter behind

- January, February March – report due April 15
- April, May, June – report due July 15
- July, August, September – report due October 15
- October, November, December – report due January 15

Note: you may send us your quarterly reports via email:

[fhcgrants@etcmail.com](mailto:fhcgrants@etcmail.com) or U.S. mail at the above address. Failure to submit your report on time will result in withholding of your grant funds. If you have any questions, please contact Joan Compton at 706-635-3035 or her cell phone 706-273-0699 or home phone 706-636-2417.

## Section 6

You are required to submit a summary at completion of the project, describing how the grant funds were used. Send the summary by March 15 of the year following the grant, via email: [fhcgrants@etcmail.com](mailto:fhcgrants@etcmail.com) or snail mail to the address above. NOTE: Failure to submit this report shall preclude your organization from future grant consideration and/or monthly grants suspended.

The information contained in this statement is for the purpose of obtaining funding from Faith, Hope and Charity Recycle Store, Inc. on behalf of the undersigned. The undersigned understands that the information provided herein would be used to evaluate the application and the undersigned represents and warrants that the information provided is true and correct. Authorization is granted to make all inquiries deemed necessary to verify the accuracy of the statements made herein.

Failure to return this grant application to us by October 15, 2023, shall preclude your organization from getting a grant at this time.

Please sign and date below:

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Name of organization

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Authorized signature

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Print name and title

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Date