



Application for IPMN Grant

**The Israel/Palestine Mission Network
of the Presbyterian Church (U.S.A.)
www.TheIPMN.org**

Name of Sponsoring Organization _____

Name of Specific Project _____

Mailing Address of the Project _____

Telephone Number _____ Fax Number _____

Email Address _____

Start-up Date for Project _____ End of Project (if applicable) _____

(Project must be underway within three (3) years of receiving funds.)

Please provide a mission statement describing your organization and a purpose statement that directly relates to the proposed project. (A mission statement is defined as a cross between a slogan and an executive summary. It should say what your organization is, what you do, and what you stand for and why you do it.)

Briefly list the activities of your project and how they will meet basic human needs. In other words, how does this project impact the lives of Palestinians and address the situation in Palestine?

Explain how a one-time grant* will help this particular project and assist the persons served. * **Note: An organization may apply for funds for a new or unrelated project in the future. Based on our available funds, please limit your request to \$6,000.00 or less.**

Describe your process for evaluation and accountability in relation to the funds requested.

Attach a project budget (in U.S. dollars) that shows specifically how the money will be spent and how the project will continue to be funded in the future.

- Total Cost of the Project \$ _____
- Amount Requested from IPMN \$ _____
- Expected/hoped for sources of remaining costs of the project \$ _____
- What is your organization's total annual budget? \$ _____
- **Attach a copy of your latest annual report, including a financial report.**

If you are a start-up group or newly-formed organization (e.g. less than a year old), please supply a financial and narrative report that describes your work so far.

Name of Proposal Writer

Name of Board Chair or Other Responsible Person

Address _____

Address _____

Telephone (____) _____

Telephone (____) _____

Fax (____) _____

Fax (____) _____

Email Address _____

Email Address _____

Signature (required)

Signature (required)

Date _____

Date _____

Relationship to the Project

Relationship to the Project

Has your organization submitted an application and been approved for an IPMN grant in the past?

___ Yes ___ No

If so, have you made a report to IPMN for that grant? ___ Yes ___ No If not, please fill out an evaluation form found on our website (TheIPMN.org). **(Your organization cannot receive a future grant until that report is completed.)**

Is this organization/project considered an official partner of the Presbyterian Church (U.S.A.)? ___ Yes ___ No Have you included your letter of recommendation from a church entity?

If not, have you included your letter of recommendation from the designated Palestinian partner in order to verify that IPMN and the Presbyterian Church (U.S.A.) can fulfill its fiduciary responsibilities to the U.S. government and the church? ___ Yes ___ No

Do you have a partner relationship with a US non-profit 501(c)(3) organization? If so, please submit a copy of the organization's W-9/TIN number at the time of application. Grant checks will be sent to these partner organizations; the grantee will be responsible for any fees assessed by the partner organization to process the check.

This application must be returned no later than July 15, 2019 to:

IPMN c/o Carol Hylkema
1173 Abbey Court; Westland, MI 48185
Email: grants@theIPMN.org

Grant payment instructions for projects/proposals with an U.S.A. address

IPMN and the PCUSA are committed to following all U.S. Internal Revenue Service regulations. In order for your grant to be processed you must comply with the steps below:

- Upon approval, the grant recipient will receive a check for the grant amount if/when all of the appropriate information is provided.
- For grant recipients with a US partner relationship, the grant will be sent to the partner when all paperwork is in order. A copy of the Tax Paper Identification Number (substitute W-9) for the partner organization is required. The grantee will be responsible for any fees imposed by the partner organization to process the check.
- Please attach a copy of your Tax Payer Identification Number (substitute W-9). Furnishing your correct taxpayer identification number (TIN) and making appropriate certification on this form will prevent payments from being subject to backup withholding and possible \$50 penalty imposed by the IRS.
- The address where the check is to be sent must match the address on the W-9 form.
- Complete the information related to your tax status.

Payable to: _____

Mail to: _____

Check only one box For
tax status:

Not for Profit
501(c)(3)

Church/Corporation

Organization with a
partner relationship

Entity Name: _____

Employer Identification Number: _____

Grant payment instructions for projects/proposals with an address outside the U.S.A.

IPMN and the PC(USA) are committed to following all U.S. Government requirements for international funds transfers. In order for your grant to be processed, you must comply with the steps below:

- Upon approval, the grant recipient will receive a wire transfer for the grant amount if/when all of the appropriate information is provided.
- The grant recipient must provide a W-8BEN form verifying the organization is not subject to U.S. taxes. Please note that the form is on the IPMN web page.
- The following documentation must be provided by the **bank on official bank stationery with logo**:

Name of bank

Account number

Bank address (including country)

Corresponding bank and address (if applicable)

Bank's ABA number

Any limitations on acceptance of US Dollars

Account name

SWIFT CODE