

John L and Virginia Wilcox Christian Education Fund

Grant Request Form

The focus of the John L and Virginia Wilcox Christian Education Fund is awarding grants to private Christian schools and home school programs located in southern West Virginia (defined as Summers County and its contiguous counties).

In order for your application to be considered, submit a narrative, limited to two pages, describing the specific need. Attach a copy of this page as a cover sheet and include all information requested. Applications must be post marked, or delivered, by March 1st to:

**John L and Virginia Wilcox Christian Education Fund
ATT: MARY NEWSOME
Bluestone Baptist
HC 85, Box 37A
Jumping Branch, WV 25969**

Applicants will be advised as to decisions regarding their grant request in late April or early May. Grant recipients are required to make follow-up reports to the John L and Virginia Wilcox Christian Education Fund in care of Bluestone Baptist.

Applicant Organization _____	Amount Requested _____
Contact Person _____	Phone Number _____
Address _____	Fax Number _____
_____	Email _____

1. Budget

- A. Complete budget for project, if applicant is a school
- B. The amount you are requesting
- C. The names of other funding sources to which you are applying for assistance

2. Description of applicant organization

- A. List of officers and governing board members and their contact information
- B. Unless the applicant is a public institution, a copy of the 501(c)3 determination letter from the IRS, (not WV Secretary of State letter or FEIN)
- C. Your latest financial report or audit
- D. Descriptive brochures or promotional literature may be included
- E. If the applicant is a school, written approval of the school's administration must be included.