We are pleased to inform you that applications are now being accepted for our grant program. We regret that this information was not sent sooner and understand that the late notice may cause inconvenience. Despite the delay, we wanted to ensure you had the opportunity to apply and be considered.

- Applications will be accepted from 501(c)(3) non-profit organizations of the Hilton Head Island and Greater Bluffton community
- All applications must be submitted electronically. **No hard copy applications will be accepted.**
- Applicants must have a specific project to fund and meet all the application requirements
- Grants are made annually with completed applications due on **July 15, 2026**
- All non-profit organizations may apply, including those who have received grants in previous years.
- Grants will be awarded September 2026

If your organization has previously applied, there is no need to complete a new application, we only ask that you provide current proof that your organization remains an active 501(c)(3 nonprofit organization. Please submit a copy of your IRS determination letter or other documentation confirming your current nonprofit status.

If you are interested, please review the application materials and submit your completed application by **July 15, 2026.** We appreciate your understanding and flexibility, and we value your interest in this opportunity.

Please do not contact the St Francis Thrift Shop with any questions regarding grants. The management and volunteers are not available to discuss grants. Please send an email at stfrancisgrants@outlook.com if you have any questions or need assistance.

Sincerely,

Frances Stevens

Chair SFTS Grants Program

ST. FRANCIS
Thrift Shop
"Earthly Goods at Heavenly Prices!"

6 Southwood Park Drive • Hilton Head Island • South Carolina 29926 • 843 689-6563

May 25, 2026

To: Grantee
From: St Francis Thrift Shop Council

Enclosed please find an application for the Grants Program of St. Francis Thrift Shop. Your application must be completed and submitted electronically by **Wednesday, July 15, 2026.**

Due to the many applications received in the past and the many needs within the local community, we limit grants to 501(c)3 organizations within the Hilton Head/Bluffton area. If you are a national, state, or county organization, funding for which the application is made must be designated specifically for the benefit of residents in the Hilton Head/Bluffton area.

Please do not contact the St Francis Thrift Shop with any questions regarding grants. The management and volunteers are not available to discuss grants. Please send an email at stfrancisgrants@outlook.com if you have any questions or need assistance.

Sincerely,

Frances Stevens

Chair SFTS Grants Program

ST. FRANCIS THRIFT SHOP

6 Southwood Park Drive
Hilton Head Island, SC 29926

The St. Francis Thrift Shop Council and Management are pleased to provide you with an application for the St. Francis Thrift Shop 2026 Grant Cycle.

Please note that all applicants must be a 501(c) TAX EXEMPT organization for FEDERAL INCOME TAX purposes.

The following documents are required to accompany your application:

1) Completed GRANT APPLICATION. **Use the application form provided.**

2) Proof of Federal Income Tax Exemption Status 501 (C)(3).

3) Proof of compliance with "South Carolina Solicitation of Charitable Funds Act".

4) Federal Employer Identification Number (EIN)

5) A **signed and dated** copy of the Organizations most recent 990.

6) 2025 Financial Statement.

7) 2026 Budget.

8) List of the current Board of Directors

9) Budget for the requested project. Amount requested and a description of the use of the requested funds. Include the client group served and the number of clients who will benefit. All monies awarded must be allocated for use in the Hilton Head/Bluffton area.

10) **Clearly print the name of contact person, phone number, email address and mailing address**. All communications will be with this person.

11) If you have been awarded a St Francis Thrift Shop Grant in the past, please include a short summary of how the funds were used.

We regret that we will be unable to consider any application that DOES NOT have ALL the requested documents.

Frances Stevens

Chair, SFTS Grants Program **stfrancisgrants@outlook.com**

ST. FRANCIS THRIFT SHOP

6 Southwood Park Drive
Hilton Head, SC 29926

GRANT REQUEST APPLICATION - 2026

NAME OF ORGANIZATION: _____

Name/Title of the Executive Director: _____

_____

Mailing Address of the Organization: _____

_____

Telephone: (w)_____**(m)**_____

Email: _____

Web Site: _____

Amount of Funds Requested: _____

Federal Employee I.D. **#:** _____

Do you receive Federal/State Funds? YES ___ NO ___

If yes, please specify agencies: _____

_____

Other Funding: (Attach List if apprporiate): _____

_____

_____

_____ _____

Signature **Date**

2025 FINANCIAL STATEMENT

INCOME SOURCES 2025	AMOUNT

TOTAL INCOME:_____

2026 Budget

EXPENSES

Employees	Saleries
DIRECTOR (ft__)(pt__)	_____
ASSISTANT(S) (ft__)(pt__)	_____
Other Paid Staff (#_____)	_____
EMPLOYEE EXPENSES (Insurance, FICA, Workers Comp)	_____
OTHER EXPENSES:	
Rent	_____
Utilities	_____
Office Supplies (Postage, Stationery, etc.)	_____
Service to Clients	_____
Other Expenses	_____
TOTAL EXPENSES	_____

INCOME SOURCES 2026	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A BRIEF HISTORY OF YOUR ORGANIZATION

Your Mission Statement.

Primary focus of your organization:

The proposed use of the requested funds. How many clients will benefit directly from this grant?

If you have been awarded a St Francis Thrift Shop Grant in the past a short summary of how the funds were used.

How will you acknowledge the impact of the SFTS grant on the success of your organizational goals?

2026 Check Off Sheet

€ Completed GRANT APPLICATION.

€ Proof of Federal Income Tax Exemption Status 501 (C)(3).

€ Proof of compliance with South Carolina Non-Profit Funding Act.

€ The Organization's most recent 990.

€ 2025 Financial Statement

€ 2026 Budget

€ List of Board of Directors

€ A brief description of your organization,

- Mission statement.
- Primary focus of the Organization
- Summary of the proposed use of the requested funds.
- Number of clients who will benefit.
- Assurance that monies awarded will be allocated for use in the Hilton Head/Bluffton areas.

€ If you have been awarded a St Francis Thrift Shop Grant in the past, state the amount received and a short summary of how the funds were used.

€ Clearly print the name of contact person, phone number, email address and mailing address.

Sign, date and return this Check Off Sheet with the Grant Application.

Signature Executive Director: _____Date_____

Signature Board Chair: _____ Date_____

The 990 may be submitted as a PDF to stfrancisgrants@outlook.com by July 15, 2026