



## EDOH Safe House Ministry Partner Application

Please fill out the application below as thoroughly as possible. If you would like to discuss a question or need to further explain your answer, please note that in the answer space, and we will reach out to you after receiving your application. If you are a new organization and do not yet have some of the information requested, please indicate that in the answer space. Attach any additional documents to the application and submit to [HannahF@eightdaysofhope.com](mailto:HannahF@eightdaysofhope.com).

### Part 1. Partner Requirements

Below are the eligibility requirements for all potential partner organizations receiving help from the Safe House Construction Ministry. Please check the correct box to indicate if your organization meets the requirement listed.

#### Requirement

1. The partner organization is a Christian, faith-based nonprofit.  Yes  No
2. The partner organization is serving human trafficking survivors.  Yes  No
3. The partner organization has funding available for the building materials for the project.  Yes  No
4. The partner organization has a secure facility owned by the organization.  Yes  No
5. The partner organization will provide all requirements outlined in the Memo of Understanding outlined in Part 7.  Yes  No

### Part 2. Organizational Information

The following questions ask information about your organization. Any additional documentation requested can be attached to the final application email as a PDF or Word document.

1. What is the name of your organization?

2. What year were you founded?

3. Where is your organization's headquarters located (include a complete address)?

4. What is your organization's website?

5. What is your organization's mission statement? You may include values and vision statements if desired.

6. Briefly describe the programs offered by your organization and measurements of their success.

7. Please explain the care model utilized in your survivor program.

8. Please include your IRS 501(c)3 designation letter to this application.

### **Part 3. Organizational Leadership**

The following questions ask information about your organization's leadership and their involvement with the daily operations.

9. Who is the organization's current CEO or President?

10. How long has the above individual been in the CEO/President position? If it has been less than a year, please explain why, including a brief reasoning for the previous CEO/President leaving the organization.

11. Who are your organization's board members?

12. Briefly describe the board's interaction with the organization, including details such as required board donations, what their advising and oversight looks like, meeting intervals, and general board member expectations.

## Part 4. Legal Liability

The following questions ask information about any legal issues your organization is encountering or has encountered in the past five years.

13. Is your organization currently involved in any legal proceedings, including but not limited to lawsuits or financial issues? If yes and you are able to do so, please explain the issue, what the likely outcome will be, and when it can be expected to be resolved. If you are not allowed to discuss the legal trouble, please indicate that in the space below.

14. Has your organization faced any legal issues in the past five years? If yes, please describe the issue, the outcome, and the year when the outcome was finalized.

15. If you have faced legal issues at all in your past, have any of those issues been from an individual helped by the services you provide? If yes, please explain what the issue was and how and when it was resolved.

## Part 5. Project Information

The following questions ask information about the project that you are applying for construction aid from the Safe House Ministry.

16. Briefly describe what type of work needs to be done (rebuild, house remodel, new construction, etc.), what type of facility is being built (home, office space, therapy center, etc.), and how large the facility is.

17. Where will the project be located? (We do not need a specific address. A city and state will work.)

18. Do you own the property? If not, please explain.

19. Who is overseeing the project from within your organization? Are there any outside individuals involved, such as contractors, builders, etc.? Please include all names or organizations.

20. When do you plan to break ground on the project and when do you expect it to be completed? If you have already broken ground, how far along are you and when do you expect to be finished?

21. When do you expect to need help from Eight Days of Hope and what would your wish list of work be for us to complete?

22. Does your organization have the necessary building materials for the project? If not, what materials are lacking? Do you have a relationship with any building material suppliers in case additional supplies need to be ordered or purchased quickly?

23. Please attach a high-quality set of project building/architectural plans and the project timeline with your final application if you are able to do so.

## **Part 6. Financial Information**

The following questions ask about your organization's financial information and about the project's financial information.

24. What are your organization's primary sources of funding, and what percentage does each source total of the fiscal budget?

25. What is the total cost of the building project, and how much has your organization raised so far?

26. Please include the following items with your final application: IRS Form 990 from the most recent year, financial audit (if available), organizational operating budget, and a project budget.

## Part 7. Memo of Understanding

The following is the Memo of Understanding. By signing and submitting this application, you and your organization agrees to the terms outlined below if selected as a partner of the Safe House Construction Ministry.

*Eight Days of Hope's Safe House Construction Ministry desires to come alongside existing ministries to help bring healing to survivors of human trafficking through construction. Below states what we agree to provide as an organization and the commitments needed from the organization we partner with.*

*Eight Days of Hope is committed to the following:*

- We are committed to bring skilled leadership and skilled volunteers to serve for a total of 14 days. We will remodel or rebuild a facility to be used to house survivors of human trafficking.*
- We are committed to put together a strategic plan to make each home or facility functional by day 14.*
- We are committed to bring all tools and equipment needed to complete each project.*

*Commitment from the organization we partner with:*

- Organization will provide all the building materials for the project or reimbursement.*
- Organization will provide lodging options for the volunteers.*

Applicant Name

Phone Number

Email

Applicant Organizational Title

Date

X

Applicant Signature