



Application Form Requesting Financial Assistance for the Support of Shia Non- Profit Organizations in the United States

In observance of the religious and legal responsibilities, and out of a concern for safeguarding the public property of the Shia Muslim community in the United States due to the use of Khums funds, obtaining financial assistance, requires the following:

1. The organization as described in the attached Application Information (the “Organization”) must:
 - a. Be recognized as exempt by the U.S. Internal Revenue Service (“IRS”) as a Section 501(c)(3) tax exempt entity.
 - b. Be guided – in all its activities and programs – by the creed and jurisprudence of the Twelver Imami Shia Islamic faith alone.
 - c. Be independent from and not affiliated with any partisan or political faction.
 - d. Have a board (i.e. of trustees or directors) with no less than three individuals and all directors must be known for their integrity and piety as practicing Twelver Imami Shia Muslims, established through Scholar or community affirmation.

2. The following must be attached to the Application Information (“Application”):
 - a. Certificate and Articles of Incorporation that must include a permanent article – not subject to amendment or omission unless authorized in writing by the Jurist:
 - i. Indicating that the property of the organization (if any) must be used specifically for the benefit of Twelver Imami Ja’fari Shia Muslims.
 - ii. Confirming the necessity of transferring ownership of the organization’s property (if any) to groups which are similar in religious identity, goals and activities, in the event that the center is subjected to dissolution, confiscation, destruction, etc., in accordance with the requirements of the IRS and applicable law.
 - b. Licensing documents (e.g. registration to do business as a foreign corporation) for the state in which the Organization is currently operating in (if different from the state of incorporation in item “2.a” above).
 - c. A copy of IRS Form 1023 as filed with the IRS, including any additional correspondence with the IRS related to the Form 1023.
 - d. A copy of the determination letter from the IRS designating the organization as a Section 501(c)(3) tax exempt entity.
 - e. Certificate of good standing in the state of incorporation and state(s) the Organization is operating in.
 - f. A copy of the Organization’s current Bylaws.
 - g. Financial statements, including IRS Forms 990, if any, from the last two years.
 - h. A list of current officers and board members, and contact information on the Organization’s letterhead signed by at least three (3) current board members.



3. One of the following regarding the Organization's property, if any:
 - a. Documentation indicating that the Organization's property is under the ownership of the Organization and not under the name of any individual(s), or
 - b. A signed and notarized letter by the owner(s) of the property being used for the Organization's activities indicating that the property will eventually be transferred to the Organization's ownership.

4. A written request, on behalf of the Organization and signed by at least three (3) board members, addressed to the Imam Mahdi Association of Marjaeya (I.M.A.M.) that includes the following items:
 - a. The name of the Organization, registered address, and the contact information of at least three (3) board members.
 - b. The size of the community, its needs, and the nature of the activities which are held by the Organization.
 - c. What the financial assistance funds will be used for.
 - d. The understanding that the permission for using religious funds is restricted to the specific request detailed and that any other use must be approved by I.M.A.M. prior to using the funds.
 - e. A line including the following statement: "We, the undersigned, pledge to abide by the directives of I.M.A.M. regarding the manner of using the funds to the extent which has been authorized."

Please note the following parameters:

1. Funding assistance can range from \$1,000 and \$5,000 per qualified institution.
2. Currently only ten (10) requests per year can be fulfilled.
3. Institutes whose total assets (property, etc) are valued for one million dollars or more will not be eligible.
4. Only complete applications will be reviewed based on the order of submission.
5. Priority is given to the institutions who are the sole Shia Muslim religious centers in their geographic location.

Please note, I.M.A.M. may reject an Application if it is incomplete and either send back the entire Application or request the missing information. If the Application is sent back, the Organization can then resubmit the Application with the correct or missing information.

BY SIGNING THIS APPLICATION THE SIGNER REPRESENTS AND WARRANTS THAT HE/SHE HAS BEEN AUTHORIZED TO DO SO BY THE ORGANIZATION NAMED BELOW AND THAT ALL OF THE INFORMATION CONTAINED IN THIS APPLICATION OR PROVIDED SEPARATELY INCLUDING DOCUMENTS REFERENCED IN THIS APPLICATION ARE TRUE AND ACCURATE AND IF ANY INFORMATION PROVIDED IS NOT TRUE AND ACCURATE FUNDS WOULD HAVE TO BE RETURNED. APPROVAL AND RECEIPT OF THIS FINANCIAL ASSISTANCE CONSTITUTES AN AGREEMENT TO UTILIZE THE FINANCIAL ASSISTANCE SOLELY FOR THE REQUESTED PURPOSE.



Applicant Information		
Organization Name:		
Website:		
Address:		
City:	State:	ZIP Code:
Phone:	Email:	
We, the signers below, agree to the above-mentioned conditions and append all the required documents to this application:		
President (Print full name):		
Phone:	E-mail:	
Signature:	Date:	
Secretary (Print full name):		
Phone:	E-mail:	
Signature:	Date:	
Treasurer (Print full name):		
Phone:	E-mail:	
Signature:	Date:	

Please print and complete this application, with all necessary signatures, and mail it along with all supporting documents to:

I.M.A.M.
22000 Garrison St.
Dearborn, MI 48124

With thanks,

I.M.A.M.