

**Objective 3 Grant Application Coversheet
2019 - 2020 Grant Period**

Total Objective 3 grant funds available this year: \$36,996.67

Date Submitted (Deadline is October 31st): _____

Parish/School name: _____

Pastor/President name: _____

City: _____ Telephone: _____

E-mail: _____

The following are areas of information needed for the Grant Review Committee to be able to assess your grant application.

BACKGROUND: (Attach a narrative of parish/school demographics. Include # of families, 1st Communion, religious education students, Catholic school students, etc.)

PROPOSED OBJECTIVE AREA OF FUNDING: ***** Please note that only one application will be accepted per school system and parish in each objective area. Please prioritize your needs and submit your most critical need.**

Total dollar amount requested for this objective: \$_____

Description of your grant request: (Attach a narrative) Please be very specific!
Please see the specific directions that must be followed on the next page.

Other attempts to address this need: (Attach a narrative)

Ramifications of grant not being funded: (Attach a narrative)

Financial status of the parish/school system as of: (date:_____)

* Please do not submit a budget or financial report.

Amount in Expansion Fund: _____ Amount in savings: _____

Amount in other investments: _____ Amount in checking: _____

Amount in General Endowment Funds: _____ Amount of loans: _____

Amount in Dedicated/Restricted Endowment Funds: _____

Pastor/President Signature: _____

Description of Your Grant Request

Please note: Failure to follow these specific directions will result in your application(s) being disqualified. If you have any questions, you are encouraged to visit with Ron Schatz at the Diocese of Bismarck prior to writing and submitting your grant. Ron's direct line is (701) 204-7202.

If you are applying in objective #3: To provide adequate in-service, professional development, religious and other educational opportunities for the teachers in our parish religious education programs and Catholic schools.

- 3-A.) If you applied for funding in 2018-2019, no repeat funding for the same proposal will be awarded this year. There are no exceptions to this policy.
- 3-B.) If requesting grant money to attend a workshop or conference, please provide specific information such as:
- Registration: \$ _____
Travel costs: \$ _____
Hotel costs: \$ _____
Meal costs: \$ _____ * The diocese will not fund meals.
Total cost: \$ _____
- 3-C.) If requesting grant money to attend a workshop or conference, please specifically identify by name, who will be attending, what the name of the workshop/conference is, where it is located, and the dates.
- 3-D.) If requesting grant money to attend a workshop or conference, please explain if the person/people identified to attend have attended this same workshop or conference in the past. If so, please list the dates they attended.
- 3-E.) If going to a conference/workshop, please explain what your plan is for "sharing" the information learned with others at your parish/school when you return.
- 3-F.) It is recommended that parishes/Catholic School Systems only apply for grant money to fund travel expenses to a workshop or conference every other year. If your parish/Catholic School System has received diocesan grant funds to assist with travel expenses in the past, please indicate their names and dates of their workshop or conference.

The diocese will not fund any conference/workshop that was attended prior to 01/15/2020.

► Please complete the following information for your grant application:

Total cost of the item you are applying for: \$ _____
amount to be paid by parish/school: \$ _____
amount to be paid by individual(s): \$ _____
amount requested from this grant: \$ _____

- ▶ If you are applying for the Catechesis of the Good Shepherd program:
 - 1.) For supplies to make the items needed, you can apply under objective #2 and include a detailed list of the items and their expenses.
 - 2.) For training, you can apply under objective #3.
 - 3.) Sorry, no grant funds will be awarded for environment set-up expenses or any construction expenses.

Please submit your grant applications to:

By Mail: **Diocese of Bismarck**
 Attn: Dee Tracy
 PO Box 1137
 Bismarck, ND 58502-1137

By e-mail: dtracy@bismarckdiocese.com

On the subject line, please include these words: **2019-2020 Grant Application**

2019-2020 Grant Application Checklist

- Does this application have its own cover sheet?
- Is the contact information fully completed?
- Have you provided quality background information about your parish/school?
- Have you provided a detailed description of your grant request that follows all of the specific directions on pages 2-3?
- Have you explained your other attempts to address this need and the ramifications of this grant not being funded?
- Have you filled in accurate information in the financial status section of the cover sheet?
- Has the pastor/president reviewed this application and signed it?

Name, daytime telephone number, and e-mail address of the person writing this grant:

Please print or type: _____

