

**SOCIAL JUSTICE 2017 GRANT APPLICATION  
CATHEDRAL OF THE SACRED HEART  
800 S. Cathedral Place  
Richmond, VA 23220**

The Cathedral of the Sacred Heart welcomes applications for small grants that support and promote human well-being. The ideal application shall provide opportunities for Cathedral parishioners to volunteer to enhance and supplement the grant. Grants will not be awarded for office supplies or staffing positions. **Respond to each of the following questions. Please be brief and succinct.**

Please submit one copy of this Cover Sheet, grant application, and all attachments to **Mr. Chris Malone, via email at: [cmalone@richmondcathedral.org](mailto:cmalone@richmondcathedral.org)**. Limit your response to three-typewritten pages (12-point font), excluding attachments. **Grant applications must be returned by Friday, June 2, 2017.** Late applications, requests exceeding the page limit or those missing required attachments will not be considered. Should you have questions, please contact Mr. Malone at 804 698 6231

**CONTACT INFORMATION**

<b>Organization Name</b>	
<b>Organization Address</b>	
<b>Name of Person Completing Application</b>	
<b>Title of Person Completing Application</b>	
<b>Telephone of Person Completing Application</b>	
<b>Email of Person Completing Application</b>	
<b>Signature of Person Completing Application</b> <i>We understand the Cathedral of the Sacred Heart requires program and financial expenditure reports of grant recipients 90 days following the end of the grantee's fiscal year in which the grant was received.</i>	
<b>Volunteer Coordinator (if any)</b>	
<b>Volunteer Coordinator Telephone</b>	
<b>Volunteer Coordinator Email</b>	

What is the organization's mission statement?

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Describe the program area for the funds (e.g., children and family, elderly, homeless, incarcerated, mental health, etc.).

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**Amount Requested from the Cathedral of the Sacred Heart**      \$ \_\_\_\_\_

What is the need for this program/project?

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Is this a new or on-going program/project?

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Describe how the proposed program/project will work. How will grant funds be used? What are the goals and objectives? What makes your program special?

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How will your organization measure the success of this project/program, including, but not limited to, estimated number of people benefiting or impact on individuals from this project/program? What are the anticipated outcomes?

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What is the total budget for this program/project? Are there matching funds available? Have other funds been raised? What other organizations, if any, are contributing to this program/project?

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Has your organization had an audit or review of your financial statements conducted by an independent public accounting firm for your most recent fiscal or calendar year? If so, please provide a copy of it.

Has this organization been a past grant recipient of the Cathedral of the Sacred Heart? If so, when?

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What are the volunteer opportunities for Cathedral parishioners to support this program/project? Please describe need, including type of volunteer required. Also, is there a one-time or on-going need for volunteers?

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Is this volunteer opportunity appropriate for youth (check all that apply)?

- Yes, for youth 6<sup>th</sup> grade and older
- Yes, for youth 10<sup>th</sup> grade and older
- Yes, for college age youth
- No.

Are there any non-monetary goods the Cathedral might provide to support your organization or clients (e.g., office supplies, toiletries for clients, clothing for clients, etc.)?

- Yes
- No

If yes, please describe the non-monetary needs Cathedral of the Sacred Heart might provide.

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**REQUIRED ATTACHMENTS**

- Copy of most recent IRS form 990, excluding attachments – Attachment A
- List of Current Trustees, Directors and/or Advisors – Attachment B
- Operating Budget – Attachment C
- Any Other Supporting Materials, if desired – Attachment D

