



GRANT APPLICATION AND GUIDELINES JULY 2021 GRANT CYCLE – PARISH LIFE

The Catholic Foundation of Greater Philadelphia (CFGF) is an independent, nonprofit community foundation committed to growing philanthropy according to the teachings of Jesus Christ. Grounded in the principles of faith and service, CFGF meets the diverse needs of donors and Catholic institutions through charitable fund management and development consulting. CFGF also works to support community progress through Charitable Fund awards and grants.

CFGF strives to support nonprofit organizations and ministries that demonstrate sustainability and impact while aligning with our Catholic faith. We focus on entities serving the five-county greater Philadelphia area, including Philadelphia, Bucks, Chester, Delaware and Montgomery counties. CFGF favors projects that receive funding from multiple sources, whether individual or foundation support. The following criteria will be used to process all grant applications:

- **Sustainability**, including organizational strength and credibility, knowledge and experience of personnel and overall financial condition.
- **Feasibility**, including demonstration of need, project objectives and methodology and multiple funding sources.
- **Impact**, including overall effect on community, measurable outcomes and innovation of project concept

This cycle's focus area is *Parish Life*. Only applications from, or on behalf of, parishes will be accepted and reviewed. The maximum grant award will be \$5,000. Requests should demonstrate anticipated impact on engagement in evangelization or community participation at parishes. This can include project or program support. Please pay close attention to guidelines and eligibility.

A few notes about the CFGF grant process:

- CFGF Grant Application deadlines are in January and July of every calendar year.
- A grant proposal summary form and a letter of intent will be the first step in the grant application process. From there, you will be informed if you are selected to move forward with submitting a full application.
- Projects or programs that have already secured 50% of funding will be prioritized.
- Please allow up to 90 days after the deadline to hear back regarding your grant application.
- Proposals and/or Letters of Intent are shared with the CFGF Grant Committee, who are responsible for making grant decisions. In addition, proposals will be viewed by CFGF's President and CEO; Senior Director, Partner Development; and Chief Financial Officer.
- Letters of recommendation or support from other funding sources are recommended.
- Repeat, multi-year requests are not desirable as CFGF's vision is to invest in programs and projects that enhance an organization's ability to self-sustain.
- Given CFGF's unique development consulting role and commitment to sustainability, we ask that all financial requests include a plan for fundraising and development support.
- Face-to-face interviews or site visits are up to the Grant Committee's discretion

ELIGIBILITY

- Applicants must be Catholic, charitable, tax exempt organizations with valid 501(c)(3) status.
- For the July 2021 grant cycle, applicants must be from or on behalf of a parish. Parish schools are not eligible this grant cycle.
- This grant cycle will fund programs and projects; **capital support requests will not be considered.**
- Applicants must not have received funding from the CFGP grant cycle in the last 12 months.
- Applicants should serve the five-county greater Philadelphia area, including Philadelphia, Bucks, Chester, Delaware and Montgomery counties.
- CFGP does not award grants to individuals.
- We will not fund salaries through the CFGP grant cycle, whether they be full or part-time positions.
- Your organization must be in existence for at least 3 years to be eligible to apply for a CFGP grant.

Letter of Intent/Grant Proposal Summary Form Due Date: July 21, 2021

[All documents should be submitted here.](#)

If Selected, Full Application Due Date: August 13, 2021



JULY 2021 GRANT CYCLE - PARISH LIFE GRANT PROPOSAL SUMMARY FORM

This form should be completed and submitted with all Letters of Intent.

ORGANIZATION INFORMATION

Organization Name: _____

Legal Name, *if different from above*: _____

Address: _____

Phone: _____

Website: _____

Pastor, Parochial Administrator or Executive Director Name:

Contact Name, *if different from above*: _____

Contact Title: _____

Contact Email: _____

Federal Tax ID #: _____

Edition and page number of listing in the Official Catholic Directory.

Edition: 20 _____ Page Number: _____

Check this box if your organization is not listed in the Official Catholic Directory, but your organization's by-laws state that you are a Catholic entity.

GRANT REQUEST INFORMATION

Please indicate your Grant Request Category (*Select all that apply*):

- Project Support
- Program Support
- Other, *please specify*: _____

Brief name or description of your request: _____

Amount Requested: \$ _____

Total Project/Program Budget: \$ _____

Total Annual Organizational Budget: \$ _____

Fiscal Year End: _____

State your organization's mission:

Is this request being made to any other funders?

- Yes
- No

Have you previously applied for a grant from The Catholic Foundation of Greater Philadelphia?

- Yes
- No

List the three largest funding sources, including amount, within the last fiscal year.

1. Source: _____ Amount: \$ _____

2. Source: _____ Amount: \$ _____

3. Source: _____ Amount: \$ _____

LETTER OF INTENT GUIDELINES

Your Letter of Intent (LOI) should not exceed two-pages in length, one-page preferred. This letter to the CFGP Grant Committee should briefly outline the program or project for which you seek funding. A successful LOI will explain how your project/program will meet the criteria set forth by the CFGP Grant Committee: Sustainability, Feasibility and Impact.

Upon review of your LOI, you might be asked to submit a full application. At that time, you would elaborate on the plans outlined in your LOI with a full grant narrative and provide additional necessary information. A guideline for full applications will be shared with all who are invited to submit.