

Alice Mayer Memorial Endowment Grant Program Application Outline

Award(s): \$15,000-\$25,000 | # of Awards: 3

By Invitation Only: The Alice Mayer Memorial Endowment Fund was established with CFGP through a generous planned gift. The CFGP Grant Committee has been entrusted to carry out this donor's legacy by awarding grants each year that support nursing care of the aged and/or disabled community.

Organization Information

1. Organization Name
2. Legal name, if different from above
3. Address
4. Phone
5. Website
6. Executive Director, Pastor, or President Name
7. Federal Tax ID #
8. Type of Entity
9. Is your organization listed in the P.J. Kenedy and Sons Official Catholic Directory?
 - a. If yes, upload page listing.
 - b. If no, explain how your organization aligns with Catholic values.
10. Upload a copy of your IRS federal tax-exempt letter.
11. State your organization's mission

Grant Request Information

1. Brief name or description of your request
2. Total Project/Program Budget
3. Total Annual Organizational Budget
4. Fiscal Year End

Grant Proposal Narrative

1. Organizational Background and Information (250-word max)
 - a. Provide a brief summary including the following:
 - i. Organization history
 - ii. Current programs and impact statistics
 - iii. Future goals and objectives
 - iv. Alignment with mission and identity of The Catholic Foundation
2. Grant Purpose (1,000-word max)
 - a. General operating:
 - i. Describe how the request will enhance organizational capacity, sustainability and/or the achievement of measurable results for the organization.
 - ii. Describe how you assess/evaluate your programs and cite examples of how you have applied the learnings from your evaluation.
 - b. Specific Project or Program Requests:
 - i. Identify the issue or need to be addressed. If applicable, provide demographic and geographic information regarding the community or population benefiting from or served by the request.

- ii. Explain your goals and objectives for this grant
 - iii. How do you plan to accomplish your goals?
 - iv. How will you measure the impact of the project?
 - v. What is the anticipated timeline for implementing the request?
 - vi. What are the challenges you anticipate during this program/project?
 - vii. What will you do if you receive less or more funding than the desired amount?
How will that change the project?
 - viii. How will the results be publicized and communicated?
- 3. Budget Narrative (500 word max)
 - a. Supplement the information provided in the project and/or organizational budget.
 - i. Explain personnel expenses (salary, benefits, consultants) including time allocated and necessary responsibilities
 - ii. Outline direct expenses (materials, supplies, resources, travel costs, etc.)
 - iii. Define indirect costs (overhead)
 - iv. If applicable, explain any funding or resources already identified

Additional Application Requirements

1. Most recent annual report or audited financial statement. For parishes, the most recent Report to Pastor is preferred.
2. Most recent organizational budget.
3. List of your Board of Directors (For parishes, Pastoral and Finance Councils) with affiliations for all.
4. One-paragraph descriptions of key staff members and their relevant qualifications.
5. Optional: Other relevant documents or information.

For all submissions, the President, Executive Director, Board Chair, Pastor, etc. will confirm they have read, reviewed, and can attest to the accuracy of the application prepared on behalf of the organization.

Please note, upon invitation you will receive access to submit this application online at:
<https://thecfgp.spectrumportal.net/grant-applicants/available-grants>