

Our Lady's Immaculate Heart Charitable Foundation, Inc.

GRANT REQUEST FORM (effective 8/18/19)

Directions/Process:

- Please complete online or neatly in ink or typewritten form and forward to the parish office.
- Requests will be considered at the next quarterly meeting (February, May, August or November) after receipt, with funds distributed quarterly.
- Requests will be approved/tabled/denied by the foundation members using a written ballot.
- Only one grant request per fiscal year (ending June 30) should be submitted per project or event.
- Organizations are expected to utilize grant funds within 18 months of receipt.
- Requests will not be carried over into the next fiscal year; a new request must be submitted.

Date Submitted:	
Organization:	
Contact Name:	
Contact Mailing Address:	
Contact Phone & Email:	
Description of Request:	
Goals and Objectives of Project or Event:	
Estimated Number of People Impacted by Project:	
Total Budget of Project:	
Amount Requested from Foundation:	
Other Information:	
Make Funds Payable to:	

FOR FOUNDATION USE ONLY:

Action (Circle): Approved/Tabled/Denied

Amount Granted: _____

Foundation Signature: _____

Date: _____

Pastor Signature: _____

Date: _____