



St. Thomas More Parish Memorial Fund 2019 Grant Program Guidelines

The purpose of the St. Thomas More parish grant program is to annually provide grants which further the mission of the parish. Applications will be accepted from organizations both within and outside the parish.

Characteristics upon which grant applications may be judged include, but are not limited to, the following criteria:

1. Advances the mission of St. Thomas More Parish
2. Meets a priority need in the community
3. Encourages collaboration
4. Is not duplicative
5. Is able to continue after the duration of the grant
6. Judiciously uses the funds available
7. Can be shared with other parts of the Catholic community
8. If submitted by a 501(c) organization, are in good standings with the IRS and have filed annual 990 forms.

Procedures to be used for those requesting a grant:

1. Complete brief application
2. All grant requests from other parishes must be brought forward by the pastor.
3. All other requests must be brought forward by the appropriate organization's executive or chairperson.
4. Requests are due in the parish office by March 31. The Grants Committee will meet to make recommendations in April.
5. The Finance Council will review the grants for inclusion in the parish budget.
6. The Pastoral Council will approve the grants in its review and approval of the parish budget.
7. Grants will be available after July 1 and are expected to be used during the next fiscal year ending June 30.
8. A report shall be submitted to the Grants Committee by the organization within 3 months after the completion of the project/program. The report should outline whether or not the purpose/objective of the grant has been satisfactorily met.