

Application for a Grant from the Gesu Endowment Fund

The Gesu Endowment Fund is organized and shall be operated exclusively for religious, charitable and educational purposes for the benefit of and in connection with Gesu Parish and School.

Guidelines:

1. All requests must originate in and be approved by a Commission of the Gesu Parish Council. In addition, the Commission Chairperson must sign the requests.
2. A written proposal must be submitted to the Pastor no later than two weeks before a scheduled meeting.
3. Quarterly statements should be submitted to the Pastor of Gesu Parish detailing how the funds are being spent. No later than 30 days following completion of the expenditures, the Pastor of Gesu Parish should receive a full accounting of the funds, along with a statement indicating if the anticipated benefits were achieved.
4. The proposal must contain the answers to the following questions.

Questions:

1. What is the name of the commission submitting the proposal?
2. What use will be made of the grant if approved?
3. How does this request fit the purpose of the Gesu Endowment Fund?
4. How much money is being requested?
5. How and when was this amount determined?
6. Were competitive bids obtained?
7. If the request will require future continuing operating expenses, how will these expenses be funded?
8. Who should be contacted if further information is necessary?

Signature_____ Date:_____