

Overview

The Sister Elise Grant was created as a small grant for projects or programs **where a small amount of money can make a big difference**. The Sister Elise Grant is available to eligible 501(c)3 nonprofit organizations where a Sister of Charity of Cincinnati has been actively involved as a paid staff member, board member and/or regular volunteer at the time of application.

Guidelines

Requests for a Sister Elise Grant are initiated by a Sister of Charity of Cincinnati through dialogue with a nonprofit organization's Chief Executive Officer (CEO). The funding request must be consistent with the mission of the Sisters of Charity of Cincinnati and the mission, operational needs and strategic goals of the requesting organization.

More than one Sister of Charity of Cincinnati may apply for grant funds for the same organization.

Nonprofit organizations that have an active grant with SC Ministry Foundation are also eligible to receive a Sister Elise Grant.

For a complete list of funding guidelines and limitations, please review the SC Ministry Foundation website at: <https://www.srcharitycinti.org/ministries/empowerment/sc-ministry-foundation/sisters-elise-fund-grant/>.

Due to our fiduciary and stewardship responsibility, SC Ministry Foundation reserves the right to approve or decline all requests.

Annual Grant Amount Parameters

Sisters of Charity: An eligible Sister of Charity of Cincinnati may participate in one or more requests for a Sister Elise Grant, up to a total of \$3,000 per fiscal year (7/1 to 6/30) regardless of the number of nonprofit organizations with which she is actively involved.

Procedure

Funding requests for a Sister Elise Grant may be submitted at any time throughout the year. Evaluation and processing of each request requires a minimum of 30 business days.

The Sister(s) of Charity of Cincinnati endorsing the request must complete Part 1 of the application and send the entire application to the nonprofit organization. The recipient organization must complete Part 2 and forward the completed application with verification of 501(c)3 status to:

SC Ministry Foundation
Attn: S. Elise Grant Fund
5900 Delhi Road
Mount St. Joseph, OH 45051
Email: SEG@srcharitycinti.org

Upon conclusion of the grant, the nonprofit organization is required to contact the Sister of Charity who supported the grant to describe the results of the funded project and usage of the funds. The Sister of Charity then emails SEG@srcharitycinti.org to confirm the grant has been used appropriately and may be closed.

FOR OFFICE USE ONLY

Date Rec'd: _____ Reference # _____

Date Approved: _____ Initials: _____

Part 1: To Be Completed by Sister(s) of Charity of Cincinnati

Purpose of Request: _____

The signature(s) below affirm: eligible involvement with this organization; the review of the Sister Elise Grant guidelines, eligibility and limitations; and endorsement that this request aligns with the mission of the Sisters of Charity of Cincinnati. Upon completion of the grant period, use of the grant will be discussed with the organization and reported to SC Ministry Foundation staff.

Each Sister of Charity participating in this request should sign below, indicate her involvement with the organization, and the amount she wishes to designate for this request. *Electronic/scanned signatures are accepted.*

x _____ Board Staff Volunteer \$ _____

x _____ Board Staff Volunteer \$ _____

Part 2: To Be Completed by Nonprofit 501(c)3 Organization

Organization Name: _____

Mailing Address: _____

Phone No. (with Ext.): _____ **Email:** _____

Grant Start Date: _____ **Grant End Date:** _____

Provide a brief description for the purpose of the funding - include who will benefit, how funds will be used, anticipated results:

The signature below affirms: my review of the Sister Elise Grant guidelines, eligibility and limitations; agreement with the requested amount and purpose of the funds; and endorsement that this request aligns with the mission of the Sisters of Charity of Cincinnati, as well as the operational needs and strategic goals of the organization I represent.

Signature of Chief Executive Officer
(*Electronic/scanned signatures accepted*)

TYPE or PRINT Name and Title

Date