

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 for at least six months prior to 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: www.scministryfdn.org/sister-elise-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 \$3,000 per fiscal year* regardless of the number of nonprofit organizations with which she is actively involved.

Amount per nonprofit organization: Funding requests for the Sister Elise Grant are based on the nonprofit’s operating expenses for the prior fiscal year, using the parameters set below:

If the nonprofit’s operating expenses for the prior fiscal year are in this range:	Then the maximum amount per fiscal year* that a Sister of Charity of Cincinnati may request for the nonprofit organization would be:
Less than \$999,999	\$1000
\$1,000,000 - \$4,999,999	\$2000
More than \$5,000,000	\$3000

* Fiscal year of SC Ministry Foundation is July 1-June 30

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: Diane Geiser
 5900 Delhi Road
 Mount St. Joseph, OH 45051
 Email: diane.geiser@srcharitycinti.org

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

Purpose of Request: _____

Based on the table of Annual Grant Amount Parameters for a Sister of Charity and the prior year operating expenses of the nonprofit organization, the **TOTAL amount requested for this Sister Elise Grant is: \$** _____

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.

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 signatures (scanned as a jpeg file) 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: _____

Contact Person/Title (for all correspondence) _____

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

Grant Start Date: _____ Grant End Date: _____

Organization's operating expenses (last fiscal year): \$ _____ Total Amount Requested: \$ _____

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 signatures as scanned jpegs are accepted)

TYPE or PRINT Name and Title

Date