

ST. MARGARET MARY CAPITAL CAMPAIGN OUTREACH FUND GUIDELINES

Mission of St. Margaret Mary Capital Campaign Outreach Fund

Enhance the dignity and quality of life of people in need.

Funding Limits Per Application (limit of one application per organization/person)

Minimum	\$ 500
Maximum	\$5,000

Eligibility

Nonprofit organizations and individuals

Geographic Location

Central Florida will receive 75% of all funds

No geographic restrictions apply to remaining 25% (of this total, proposed program cannot be duplicative to programs already offered within Central Florida)

Application Deadline

- September 1 and March 1 each year for a total of \$16,500 is available each cycle
- In completing this application, some of the questions may not be answerable or pertinent. Please fill out application to the best of your ability. Type your answers in the table boxes.

Submission Requirements

- Application (**NO MORE THAN THREE PAGES**)
- Budget (**ONE FOR ORGANIZATION AND ONE FOR PROJECT/PROGRAM**)
- Support letters or letters of reference (three maximum)
- Copy of 501c3 letter
- Brochure, if available, describing organization/mission
- Submit one (1) original and eight (8) copies. Clip or staple the application, budgets, letters, etc. together. Do not place in folders or bind.

Contact

Mary Ann Gilbert
St. Margaret Mary Church
526 Park Avenue North
Winter Park, FL 32789
407-647-3392
maryann@stmargaretmary.org

Disclaimer

St. Margaret Mary Church reserves the right to approve or deny any or all applications received for funding.

c) Target Audience: _____

d) Geographic Location of Impact: _____

e) Projected Outcomes: _____

4. What other funds will be used in conjunction with SMMF?

Type of Contribution	Amount	Source
Cash		
Volunteer (a)		
In-kind		
Other		
Total		

(a) Calculate this by multiplying total projected volunteer hours by \$8 per hour

5. Does the project/program involve SMM parishioner? If so, describe their role(s) such as volunteer, financial supporter, staff member, etc.

6. How and with whom does your program partner with other persons or agencies?

7. Describe how the project/program will continue after SMM funds are spent?

8. What other funding for the project/program have you applied for?

Source	Status	Amount Requested
Total		

9. Describe how you will monitor the use of the funds?

a) Measuring Intended Outcome:

b) Accounting for the Funding Expenditures:

 Authorized signature (print name and title)

 Date

Disclaimer: This application must be signed by an individual authorized to sign on behalf of the organization, or in the case of an individual, the actual applicant. The individual signing this application warrants that all information is accurate and true. Should information found to be untrue, St. Margaret Mary Church reserves the right to withhold funding or withdraw previous commitments.