



Mission: In joyful relationship with Christ and our donors, the Catholic Foundation of Eastern Montana builds permanent, everlasting endowments to secure a vibrant future for Catholic parishes, schools, and ministries in our diocese.

2024 Grant Instructions

Who may apply for a grant from the Catholic Foundation of Eastern Montana?

- Catholic vicariates, parishes, missions, and schools within the Diocese of Great Falls-Billings
- Other Catholic entities and ministries located and operating within the geographic borders of the Diocese of Great Falls-Billings, with priority given to entities that are current beneficiaries of at least one permanent endowment at the Catholic Foundation of Eastern Montana
- Priority will be given to those who have not received a Foundation grant in the previous two years

Who is ineligible to apply for a grant from the Catholic Foundation of Eastern Montana?

The Foundation will *not* make grants to other charitable/nonprofit foundations or to entities not Catholic and/or not located and operating within the geographic boundaries of the Diocese of Great Falls-Billings. The Foundation does not award grants to individuals.

What type of grants does the Foundation award?

The Foundation awards grants for specific and limited-term projects and programs.

Please do not apply for items that could be supported by your normal operating budget this year. The Foundation seeks to maximize the use of its “greatest needs” endowment distributions for the good of the entire Catholic Church within the Diocese of Great Falls-Billings—particularly those who are truly in need.

Applications may be submitted for things such as:

- Specific ministries, programs, projects, events, or trainings
- Liturgical purchases
- Building repairs or improvements
- Other needs related directly to the mission of the Catholic Church within the Diocese

May we apply for more than one item/project?

More than one grant may be approved for a single entity; however, the total amount awarded to a single entity will not exceed \$5,000 in one grant year.

What types of applications are not considered?

- The Foundation does not fund multi-year grants or provide ongoing support.
- Funds will not be provided on an emergency basis outside of the 2024 grant cycle.

Applications will not be considered for general administrative and operating expenses, including but not limited to:

- Clergy/staff salary and benefits
- Debt and legal fees
- Marketing expenses
- Utility costs and normal maintenance

The following factors are considered in reviewing grant applications:

- The potential for evangelization
- The extent of the potential benefit to the community being served
- The degree to which the application includes clearly defined outcomes and measurements
- The capacity of the applicant to carry out the proposal in a one-year time frame (see below)
- Whether the grant represents at least 10% of the total proposal or project budget
- Whether the applicant received a grant previously and, if so, whether the reporting requirements were completed

The Foundation Board will review applications and recommend distributions in accordance with Foundation-established policies and procedures. The Board of Directors will give final approval to grants based on funds available. To view information about previous grants, visit our website at <https://www.catholicfoundationmt.org/annual-reports/>.

Application Procedure

The deadline for submitted applications is Friday, June 7, 2024.

Submit your completed application form online (<https://www.jotform.com/build/230935511574153>) before 11:59 PM on June 7.

Applicants will receive notification of the Board's action in late July 2024, with grant funding released shortly thereafter.

Important!

Applicants awarded funding will be required to sign a grant agreement prior to receiving the awarded funds and must provide the following to the Foundation:

1. Evidence that the grant has been used for the intended purpose within 12 months of award receipt. This evidence may include paid receipts, written verification by a pastoral leader, photos, etc.
2. Testimonials, stories, photographs, and other pertinent information for the Foundation to use in publicity and donor communications once the grant's purpose has been fulfilled. This helps increase awareness of the Foundation's work and grant program throughout the diocese. Donors to the Foundation make these grant awards possible, so it is vital that we make public how the funds are being used and their impact on the Church.

Please appoint someone in your organization in charge of seeing that the above two items are fulfilled, as completion of these reporting requirements will be noted for future grant cycles.

If a grant is awarded but the intended purpose for the awarded funds becomes unavailable or is no longer applicable, any and all awarded funds must be returned to the Foundation.

Questions? Please contact the Foundation at forever@catholicfoundationmt.org or (406) 315-1765.