



Spirit Services Inc.
Catholic Grant Application
2010-2011

HOW TO APPLY Download our Catholic Grant application from our website.
www.spiritservices.org

CONTACT INFORMATION

Spirit Services Inc.
5700 Lombardo Center Drive
Rock Run, NORTH – Suite 215
Seven Hills, Ohio 44131
Phone: 216-447-1380

The **Mission** of Spirit Services Inc. is to serve and support Catholic elementary schools in providing children access to a quality Catholic education.

The Guiding Questions that are considered when an application is received is: How will this grant improve the Catholic goal of your school? How many students, teachers and/or parents are affected by your request? How will you evaluate the effectiveness of this grant if awarded? Are you doing this in collaboration with others or is this an individual need? If an individual need, is this based on surveys or other data? Are there other grantors (Ex. CEET, Tabor, and Knights of Columbus) that fill these needs?

The Guiding Principles of Spirit Services Inc. are addressing direct needs that will improve Catholic learning in students; promoting Catholic programs that will strengthen families; promoting collaborative programs among schools and last, but not least, innovative initiatives which can serve as a model for other schools.

Eligibility Guidelines are: The mission, programs and services of the grant applicant should be consistent with the mission and beliefs of Spirit Services Inc. *The applicant represents one of twenty three Catholic elementary schools SSI is now serving within the Diocese of Cleveland.*

Requirements are: 1) Grant requests need to indicate the applicant’s financial contribution to this project – see application form.
2) Grants that are awarded will be given consideration for an additional year based on the submission of your final report.

Grant Deadlines: This grant will be accepted anytime throughout the year.

Grant Decisions: Decisions will be made within 4 - 6 weeks of date of receipt.

If mailing the application: Send to Jean Takacs, Executive Director at the address listed above.
Please direct your questions to: Jean Takacs at 216-447-1380.
***Please attach an itemized budget with additional information and supporting documentation as needed.**

For Office Use: Date Received: _____



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Parish/School and Project Information

Name of Parish/School
Address, City, State, Zip
Telephone Contact Person
E-Mail
Project Title
Project Budget Amount Requesting:

How does this request align with your parish/school Catholicity goal?

How does this request align with the mission of Spirit Services Inc.?

Who will benefit most from this request? (include specific number EX. Thirty 5th graders)

Type of Request: Program Operating Other:

Are Other Schools Involved? If yes, list name(s)

What is your timeline for completion?

What is your contributing amount?

List any other private or public funding sources for this particular project.
Funding source-received Amount Date Received

Funding source-pending Amount Anticipated Reply Date

Signature of Principal:
Signature of Pastor/Ecclesiastical Liaison:

For Office Use: Date Received Grant Category Date Received Grant Amount



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1st Request

2nd Request

FINAL REPORT

(Parish/School who have had their grant awarded)

Final reports are due one month after the completion date stated on your original request.

Example: Your completion date was February 28th. Final Report Due: March 28th.

If an extension is needed, please call Jean Takacs at 216-447-1380.

Parish/School Name City

Project Title: Amount Spent

All receipts/invoices need to be submitted along with this report.

Balances under \$20.00 do not need to be returned to Spirit Services Inc.

Did this grant assist you in meeting your Catholicity goal? If yes - how? If no - why not?

Four horizontal lines for text entry.

How did you evaluate the effectiveness of this grant?

Four horizontal lines for text entry.

What went well?

Four horizontal lines for text entry.

What would you do differently?

Four horizontal lines for text entry.

Please feel free to attach additional information to this sheet if not enough space to reply to the above questions.