

TEXAS STATE COUNCIL CHARITIES (TSCC) APPLICATION FOR A GRANT

The majority of funds raised by Texas State Council Charities through donations from Councils are returned directly to the Bishops of Texas each year to be used to support a variety of ministries, each determined by the local needs of the Diocese. In addition, funds are dedicated to providing state-wide grants to support Catholic Education, Special Olympics, College Scholarships, retired and infirm priests, Catholic Archives, Prison Apostolate and many other worthy causes that the Knights of Columbus sponsor.

In addition to these recurring needs for which Texas State Council Charities programs funds each year, there is a small reserve set aside to make discretionary grants to support particular requests that arise due to natural disasters, and community or more personal emergencies. TSCC receives many more requests each year than it could ever hope to meet. To aid us in determining which requests are most appropriate, we need your help. Please review these instructions and use the Grant Application Cover Sheet provided.

REQUIRED CONTENTS OF AN APPLICATION FOR A TSCC GRANT

1. A narrative explanation of the situation that gave rise to the need for funds, along with the endorsement of the local Grand Knight, District Deputy and Diocesan Deputy that this request is one that the TSCC should seriously consider funding.
2. Full identification and contact information for the beneficiary of the funds. Include name, address, mailing information, contact phone numbers and e-mail for the beneficiary, and for the person who is responsible for collecting funds.
3. If the funds will benefit an organization, include an explanation of how that organization is connected to, or will support a cause consistent with the mission or principles of, the Knights of Columbus.
4. If the funds will benefit an individual or family, an explanation of that person's or family's connection to the Knights of Columbus.
5. A description of all sources of funds or support that have been, or are currently being pursued and any pledges already received to support the need. Specifically, has any local Council, group of Councils in a District or area, or the diocesan Chapter of Knights already committed funds to assist, and how much for each?
6. A specific requested donation amount that the Grand Knight, District Deputy and Diocesan Deputy agree upon is appropriate for TSCC to consider.
7. All requests must be made in writing and submitted to Texas State Council Charities, Inc. at the state office. Include with the application all back-up documents necessary to fully support the explanations given and requests made.

NOTES ON THE TIMING OF RESPONSES TO TSCC GRANT APPLICATIONS

The Board of Directors meets 3-4 times per year to conduct its affairs and respond to applications submitted to it. In the event of an emergency, alternate communication channels are available to allow the Board of Directors to meet and make decisions. However, due to the large number of requests received, it is not feasible to remain in active communication on the status of or the action taken on each particular request.

TEXAS STATE COUNCIL CHARITIES GRANT APPLICATION COVER SHEET

Mail Grant Package to: 6633 Hwy 290 East, Suite 204 Austin, Texas 78723-1157

Date of Application: _____

Application Contact Person: _____
(for response or more info)

Address: _____ City: _____ ST _____ Zip _____

E-mail: _____ Phone #s: _____

Proposed Beneficiary: _____
(who will benefit from funds)

Address: _____ City: _____ ST _____ Zip _____

E-mail: _____ Phone #s: _____

If Beneficiary is a Knight, provide his Council # _____ Assembly # _____

SPECIFIC AMOUNT OF DONATION REQUESTED \$ _____

ENDORSEMENTS:

Grand Knight: _____ Council # _____

District Deputy: _____ Dist # _____

Diocesan Deputy: _____ Diocese _____

DONATION REQUESTED NOT LATER THAN DATE: _____

DONATION CHECK MADE OUT TO: _____

CHECK TO BE MAILED TO:

Name: _____

Address: _____ City: _____ ST _____ Zip _____

DETAIL ANY SPECIAL INSTRUCTIONS (for handling or annotation on the check):