



**The Idaho Catholic Foundation, Inc.**

**Application Checklist**

<p><b>PROPOSAL SUMMARY</b> Include:</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Project Description</li> <li><input type="checkbox"/> Total Cost of Project and Amount Requested</li> <li><input type="checkbox"/> Signatures (Pastor, if church; Pastor &amp; Principal, if school)</li> </ul>
<p><b>NARRATIVE</b> 1 page maximum</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Background of your organization</li> <li><input type="checkbox"/> Funding Request - Please be specific</li> <li><input type="checkbox"/> Budget for the project (including bids &amp; proposals)</li> <li><input type="checkbox"/> Sources of income for the project</li> </ul>
<p><b>ATTACHMENTS</b> (if applicable)</p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> At least two competitive bids or proposals for purchases of equipment, furniture, fixtures or other equipment and new construction. Computer equipment requests must also include a copy of technology plan and a training component or explanation why none is needed</li> </ul>
<p><b>MAJOR CONSTRUCTION &amp; RENOVATION PROJECTS</b></p>	<p>Any expenditure of any type in excess of \$15,000 by a parish, parochial school, diocesan high school or other diocesan entity must show:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Written approval from the Bishop of the Diocese</li> <li><input type="checkbox"/> Approval of Diocesan Building Commission and/or Liturgical Commission, if needed</li> <li><input type="checkbox"/> Diocesan Finance Council approval if the project is being paid for with loans</li> </ul>

Mail your complete Grant Application to:	Email your complete Grant Application to:
Idaho Catholic Foundation, Inc. 1501 South Federal Way Suite 400 Boise, ID 83705	Margaret Hampton Development Coordinator <a href="mailto:mhampton@rcdb.org">mhampton@rcdb.org</a> 208.350.7539 direct • 208.908.1884 cell