



SISTERS OF CHARITY FOUNDATION
OF CLEVELAND

*“Out of traditions of the past, we find meaning for the present and hope for the future,
responding as our founding sisters did to the physical, emotional, intellectual,
and spiritual needs of God’s people...”*

— *Sr. Mary Denis Maher, CSA, Ph.D., Certified Archivist*

SAINT ANN LEGACY GRANT PROGRAM **2009 Grant Guidelines**

The Sisters of Charity Foundation of Cleveland is accepting proposals for grants to support the ministries of women religious as they devote themselves to living the Gospel. Grants may be awarded to ministries of women religious in Northeast Ohio, including those within the Dioceses of Cleveland and Youngstown. The Foundation is itself a ministry of the Sisters of Charity of St. Augustine based in Richfield, Ohio.

Ministries of women religious include those that are sponsored or led by Catholic Sisters. Women religious who have their primary ministry at a lay organization may also apply on behalf of that organization. Consistent with the Foundation’s mission, the Saint Ann Legacy grant program gives special attention to ministries reaching out to those most in need, particularly low-income women, children, and youth. The program, however, also recognizes the call of women religious to address other areas of need, such as spiritual needs, social justice, or reverence for God’s creation.

Funds may be used for program expenses, planning, and capacity-building for ministries. Though funds may be used for salary support, salary requests should not exceed 50% of the salary for a position and should identify additional sources of funding for the position. Proposals also should be accompanied by a support letter from the congregation(s) of the women religious involved in the ministry, signed by a member of the congregational leadership.

The Saint Ann Legacy Grant program is part of the Religious Communities strategic focus area of the Foundation, which also includes the **Collaboration for Ministry Initiative (CMI)**. The legacy program is intended to offer assistance to ongoing ministries as the Foundation further develops its long-term strategy for strengthening and sustaining ministries of women religious. Proposals that are more strategic and forward-looking in nature also may be directed to CMI.

The Saint Ann Legacy

In 1973, the Saint Ann Foundation became the first grantmaking foundation undertaken by an American religious congregation, the Sisters of Charity of St. Augustine (CSA). The Saint Ann Foundation was also the first health care conversion foundation in the United States, formed with assets from the sale of the Saint Ann Hospital in Cleveland, Ohio. Saint Ann Hospital provided maternity health care services with compassion and quality for a century. The Foundation worked to improve the quality of life for people in need — especially women, children, and youth — and acted as a resource for communities of women religious.

The Sisters of Charity of St. Augustine, in 1996, formed the Sisters of Charity Foundations of Cleveland and Canton (Ohio), and South Carolina, after another sale of hospital assets. In 2006, the Saint Ann Foundation merged into the Sisters of Charity Foundation of Cleveland, blending missions to improve the lives of those most in need and sustain the ministries of women religious.

With this grant program, we honor the history and contribution of the Saint Ann Foundation.

ELIGIBLE ORGANIZATIONS: Applicants must be ministries of women religious, defined to include ministries sponsored by orders, organizations that are led by women religious, and organizations where one or more women religious work as a primary ministry. Organizations must have tax-exempt status as nonprofit organizations, as identified by the Internal Revenue Code. Grants are not made to individuals.

GEOGRAPHIC FOCUS AREA: Grants are for ministries in Northeast Ohio, as defined as the Dioceses of Cleveland and Youngstown.

TYPES OF SUPPORT: Grants may be used for program expenses, planning, and/or capacity-building (such as fund development for organizations or professional development for individuals). Grants will not support endowments, capital campaigns, fundraising campaigns, annual appeals, membership drives, debt retirement, or individual scholarships.

TOTAL AWARDS: The amount of the grant request may be \$20,000 or less.

GRANT PERIOD: The timeline for use of funds is up to one year.

GRANT REPORTS: Organizations that have previously received grants under this program must submit a Progress or Final Report on the grant-funded activities as part of their application for a new grant.

ADDITIONAL INFORMATION: For additional information, contact Lynn Berner, Program Officer for Partnerships & Learning, at 216-241-9300 ext. 225.

GRANT APPLICATIONS MUST BE RECEIVED NO LATER THAN JUNE 1, 2009 (this will enable grants to be awarded in September 2009.)

➔ Submit an electronic copy of the completed Grant Application to: ucraig@socfdncleveland.org
AND

➔ Submit a hard copy (unbound), of the completed Grant Application, with required attachments and original signatures to:

Ursula Craig, Grants Coordinator
Sisters of Charity Foundation of Cleveland
Halle Building, Suite 330
1228 Euclid Avenue
Cleveland, Ohio 44115-1834

A Saint Ann Legacy Grant application must include:

1. A completed **Sisters of Charity Foundation of Cleveland Application Form** with supporting documentation (also listed on page 3 of that form):
 - Copy of IRS designation
 - Most recent audited Financial Statement
 - List of current Board of Directors/Governing Body of applicant
 - Current year's budget and year-to-date expenditures.
2. **Support letter from member of congregational leadership of the Women Religious,**
3. **Proposal Narrative**
3. **Program Budget,** and
4. **Budget Narrative found with these guidelines on the Foundation website** (www.socfdncleveland.org).

GUIDELINES FOR PROPOSAL NARRATIVE

The Proposal Narrative may be up to 3 pages, single-spaced. The narrative should provide the following:

I. Organization

- a. Briefly describe the mission and history of the organization.
- b. Please describe the current relationship of the organization to an order of women religious and its ministry.
- c. Please describe any collaborations with other orders of women religious or other lay partners for this ministry.

II. Needs Assessment

- a. What are the needs that this program is trying to address?
- b. What data or information exists to support the existence of this need?
- c. Who are the beneficiaries of this ministry?

III. Program Objectives and Activities/Services

- a. What is the desired outcome of the program?
- b. What are the activities proposed to achieve these outcomes?
- c. How will your activities/services seek to achieve the outcomes identified?

IV. Evaluation

- a. How will you track your activities?
- b. Please describe any evaluation you perform to measure your outcomes.

V. Budget

- a. Please provide a full program or organizational budget as part of this grant application.
- b. Please describe the proposed use of funds on the Foundation's **Budget Narrative Form**.

VI. Other Funding

- a. Identify other sources of funding for this program.