



Catholic School Tuition Assistance Endowment

February 2018

Dear Pastors and School Administrators:

It is with great pleasure that I announce that \$133,000 in endowment earnings from the *Seeds of Faith Catholic School Tuition Assistance Endowment* is available for need-based scholarships for the 2018-2019 school year! Last year, 219 families received tuition assistance totaling \$132,500.

The distribution of funds will follow the case statement adopted for the endowment fund in the *Seeds of Faith* campaign. It promised:

“...The diocese will establish a \$2,000,000 endowment fund designated to provide tuition assistance to parents who seek a Catholic education for their children and who demonstrate a financial need. This endowment also will respond to a special need to provide tuition funding for the newly arrived immigrants in our diocese.”

The 2018-2019 application is enclosed in this mailing to administrators of all Catholic schools in the diocese and to all pastors responsible for a Catholic school. If you need additional forms, please email me at mherman@catholicfsmn.org. Please do not copy or scan the form or put it on the internet. We are happy to provide additional materials.

Again this year we have funds available for Hispanic families with financial need. The Rothwell Endowment earnings allow us to distribute \$16,100 in the 2018-2019 school year. The application and the process is the same for *Seeds of Faith* funds and Rothwell funds.

It is important that families in the schools and parishes are aware that need-based scholarships are available again this year. A message published in newsletters, bulletins, email updates, etc. is recommended. These are great ways to let parents know about the availability of need-based scholarship funds which might, in turn, increase enrollment for your school.

In all announcements, it is important to emphasize that *Seeds of Faith* scholarships are need-based and that the funds are available only to families who demonstrate financial need. This is not an academic scholarship fund.

Applications must be completed by parents and submitted to the pastor and/or school administrator. **Please note that Section B and Section G must be completed by the pastor.** Funds are distributed based upon the specific information requested on the application form. Please make sure that all of the required paperwork is included with the form. A checklist appears on the last page of the application form to help parents, pastors and administrators make sure that the application is complete. **Please note: incomplete applications will not be accepted and will be returned.**

Once the family has submitted their application to the pastor, it is the pastor's responsibility to complete Sections B and G and send the form to Catholic Foundation of Southern Minnesota (PO Box 30098, Winona, MN 55987). Please note the deadline for all applications is **May 18, 2018**; all applications must be postmarked on or before that date or delivered in person to the Catholic Foundation of Southern Minnesota (55 West Sanborn, Winona, MN 55987) by the close of business (4:30 p.m.).

In the days following May 18, school administrators will receive a list of *Seeds of Faith* applicants to review for their school and respond with a 'maximum suggested award' per applicant name. This step is required, and applications from your school will not be considered until this step is complete. The deadline to complete this step is **Friday, June 1**.

Following **June 1**, applications will be reviewed by the grant committee that will make recommendations for the award of tuition assistance funds. In early July, the Catholic Foundation of Southern Minnesota will inform recipients of the committee's decision and will send award checks with corresponding recipient lists to each school. Tuition assistance funds can be used only for the 2018-2019 academic year; they may not be used to pay overdue tuition.

In the past, Judy Herdina has been the contact for the *Seeds of Faith* application process. Going forward, please direct any questions you may have to Ann Ringlien (aringlien@dow.org) or 507-858-1274. In addition to Ann, please know that I am also available to answer questions you may have.

Thank you for helping the families of your parish and school share in the generosity of the many thousands of Catholics who made gifts to the *Seeds of Faith Campaign*. Through these scholarships, all of us are reminded to be stewards of God's gifts and to make them available to accomplish the plan that God has for all of us.

In Christ,



Monica Herman
Executive Director
Catholic Foundation of Southern Minnesota

Important Dates:

- **Application Due Date = Friday, May 18, 2018**
- **School Administrator Applicant List Review & Response to the Catholic Foundation of Southern Minnesota Due Date = Friday, June 1, 2018**
- **Grant Committee in session = June 2018**
- **Letters to Applicants and Funds to Schools sent = July 2018**

PS: Please let us know if you have families that are granted an award, but decline to attend your school so we can reallocate their award to a family in need.