



February 5, 2024

It is with great pleasure I announce that **\$137,800** in endowment earnings from the *Seeds of Faith – Tuition Assistance Fund* are available for need-based assistance for the 2024-25 school year to families with children in diocesan Catholic Schools K-12. Last year, 216 families received assistance.

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.”

Again, this year we have funds available for Hispanic families with financial need. The *Rothwell Endowments* earnings allow us to distribute **\$17,200** for the 2024-25 school year. The application and process are the same for *Seeds of Faith-Tuition Assistance* funds and *Rothwell* funds.

It is important families are informed that *Seeds of Faith-Tuition Assistance* and *Rothwell Endowments* are need-based financial assistance and funds are available only to families who demonstrate financial need. This is not an academic scholarship fund. 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 assistance which might, in turn, hopefully increase enrollment for your school.

New This Year:

- Applications are now in 8.5 x 11 format, two pages printed front and back or four pages printed one-sided. We will email a PDF of the application to each school, which the school can print copies to distribute to families. **We will not be mailing printed copies to schools this year.**
- An online, fillable Word format of the application is available this year. Families download the Word document, type out the application information, then print and sign the back page before sending to the parish/school to complete their portions.

The PDF and word applications are available to families on our website www.catholicfsmn.org/granting. Please add both versions to your school website for families to access.

Section B and *Section E* are required to be filled out, *Section B* by the pastor/school and *Section E* by the family. They are important because they are scored on a 0-5 scale at the Committee review meeting in June. *Section B* is Parish Support, accounting for 10% of the score determining award amount. *Section E* is Special Circumstances, accounting for 25% of the score determining award amount. The remaining 65% is Financial Need, based on the applicant's income, family size, HHS Poverty Guidelines, etc.

NOTE: Incomplete applications will not be accepted and will be returned to the school or families. Applications are incomplete if: **1)** Section B or E is blank, **2)** the family or pastor/principal did not sign the application, and **3)** the family's 2023 1040 Tax Return form or W2 Work Form is not included.

Please send the completed application and tax documents to:

Catholic Foundation of Southern Minnesota
PO Box 30098, Winona, MN 55987

The deadline for applications is **May 17, 2024**; all applications must be postmarked on or before that date. Late applications may not be reviewed. Last year, we received many incomplete or late applications, so this year, we stress the deadline is **Friday, May 17, 2024**, and will not accept any applications postmarked after that date.

After **May 17, 2024**, schools will receive a list of their school's applicants and please respond with the applicant's **Net Tuition**, which is the applicant's total tuition bill minus any other tuition assistance such as scholarships or grants awarded by the school or parish. This step is required, and applications will not be considered until this step is complete. The deadline to complete this step is **June 3, 2024**.

Following **June 3, 2024**, applications will be reviewed by the review committee and will make recommendations for tuition assistance awards. In July, the Catholic Foundation of Southern Minnesota will inform recipients of the committee's decisions and send award checks with recipient lists to schools. Tuition assistance funds are used only for the 2024-25 academic year; they may not be used to pay overdue tuition.

Please direct any questions to Carlee Shimek at cshimek@catholicfsmn.org/507-858-1275, or Monica Herman at mherman@catholicfsmn.org/507-858-1276.

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

In Christ,



Monica Herman, Executive Director
Catholic Foundation of Southern Minnesota

Important Dates:

- **Application Deadline = Friday, May 17, 2024**
- **Schools Applicant Tuition Review & Response to CFSM Deadline = Monday, June 3, 2024**
- **Grant Committee in session = June 2024**
- **Letters to Applicants and Funds to Schools sent = July 2024**

PS: Please inform us if a family is granted an award but later declines to attend your school. Schools are to return funds back to the Catholic Foundation of Southern Minnesota which will then be reallocated to families on the waiting list.