



St. Mark Catholic Church APPLICATION FOR FUNDRAISER

APPLICATION FOR FUNDRAISER

Please complete Sections 1 – 4 and submit to the Parish Manager at least eight (8) weeks prior to the event. The event will not be included on the Parish Event Schedule unless the Fundraiser is approved in advance of the event. This form may be completed electronically (Microsoft Word [®]) or hand written.

1. SPONSORSHIP

Application Date: Organization/Ministry Sponsor Proposed Date(s) of Activity	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">June 18, 2008</td></tr> <tr><td style="padding: 2px;">Social Outreach</td></tr> <tr><td style="padding: 2px;">August 31, 2008</td></tr> </table>	June 18, 2008	Social Outreach	August 31, 2008
June 18, 2008				
Social Outreach				
August 31, 2008				
LEAD ORGANIZER Name Telephone Number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">Joan Smith</td></tr> <tr> <td style="padding: 2px;">303-777-7777</td> <td style="padding: 2px;">E-Mail Address: joan.smith@comcast.net</td> </tr> </table>	Joan Smith	303-777-7777	E-Mail Address: joan.smith@comcast.net
Joan Smith				
303-777-7777	E-Mail Address: joan.smith@comcast.net			

2. FUNDRAISER DESCRIPTION

TYPE OF FUNDRAISER	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Major Core Fundraiser (example: Golf Tournament) "Earmark" Fundraiser (example: garage sale for youth trip or Katrina type event) Social Event Fundraiser (example: Valentine's Day Dance) Other (please specify): _____
BRIEF DESCRIPTION OF ACTIVITY (ATTACH ADDITIONAL SHEETS IF NECESSARY)	<p>The purpose of this activity is to raise funds for a special trip to Juarez, Mexico to assist in building of a dwelling for a needy family. We need money for the travel expenses to get back and forth and food while we are there. The lodging will be provided by the local host families. We are projecting 15 youth and 3 adult chaperones will be traveling and working on the building. Fundraising will include the sale of Butterbraids to St. Mark parishoners after Mass on weekends beginning August 31, 2008. A table will be set up in the Lower Level.</p>	

3. FUNDRAISER DETAILS

Financial Goals of Fundraiser Beneficiary of Funds Number of Volunteers Needed (Estimate) Number of Volunteer/Hours Needed (Estimate) Is There Advance "Seed Funding Required"? If "Yes" Provide A Brief Description of Supplies or Services Needed. If "Seed Funding" is needed, who will be supplying the advance funds?	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">\$ 3,600</td></tr> <tr><td style="padding: 2px;">Needy Families of Juarez, Mexico</td></tr> <tr><td style="padding: 2px;">18</td></tr> <tr><td style="padding: 2px;">25 Hours</td></tr> <tr> <td style="padding: 2px;"> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> </td> </tr> <tr> <td style="padding: 2px;"> Purchase of Butterbraid Products for immediate delivery from the vendor. </td> </tr> <tr> <td style="padding: 2px;"> Adult sponsors will supply the funds for the initial purchase. </td> </tr> </table>	\$ 3,600	Needy Families of Juarez, Mexico	18	25 Hours	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	Purchase of Butterbraid Products for immediate delivery from the vendor.	Adult sponsors will supply the funds for the initial purchase.
\$ 3,600								
Needy Families of Juarez, Mexico								
18								
25 Hours								
YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>								
Purchase of Butterbraid Products for immediate delivery from the vendor.								
Adult sponsors will supply the funds for the initial purchase.								

4. SIGNATURES

APPLICATION SUBMITTED BY:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; padding: 5px;">Joan Smith</td> <td style="width: 30%; padding: 5px;">June 18, 2008</td> </tr> <tr> <td style="text-align: center;">Signature</td> <td style="text-align: center;">Date</td> </tr> </table>	Joan Smith	June 18, 2008	Signature	Date
Joan Smith	June 18, 2008				
Signature	Date				



**St. Mark Catholic Church
APPLICATION FOR FUNDRAISER**

5. PARISH REVIEW (THIS SECTION TO BE COMPLETED BY THE DEVELOPMENT COUNCIL AND THE PARISH MANAGER ONLY)

Development Council Review	APPROVED <input checked="" type="checkbox"/> DENIED <input type="checkbox"/> DATE: <u>July 8, 2008</u> COUNCIL MEMBER SIGNATURE _____ COMMENTS: <u>None</u>
Parish Manager	APPROVED <input checked="" type="checkbox"/> DENIED <input type="checkbox"/> DATE: <u>July 10, 2008</u> PARISH MANAGER SIGNATURE _____ COMMENTS: <u>None</u>

6. RETURN ON INVESTMENT - "ROI" (TO BE COMPLETED BY THE LEAD ORGANIZER AFTER COMPLETION OF THE FUNDRAISER).

This form, with Section 6 completed, should be resubmitted by the fundraiser Lead Organizer to the Parish Manager with appropriate receipts of expenditures within fourteen (14) days after of completion of activity.

Date Request Returned to Parish Manager	<u>September 20, 2008</u>
Gross Amount of Money Raised.	\$ 5,000
Expenditures	\$ 1,500
Net Amount of Money Raised	\$ 3,500
Net as % of Gross	\$ 70%
Volunteer Hours Activity Actually Used (Approximate)	30

ADDITIONAL COMMENTS: Need to allow more volunteer time and an additional week of sales to make our goal.