



## The Thomas C. and Sandra S. Sullivan Foundation Grant Making Guidelines

- Mission:** Assist and/or provide educational opportunities to those persons who would otherwise not be able to provide such opportunities for themselves, and provide aid to the poor and needy, primarily in greater Cleveland.
- Focus Areas:** Catholic and other nonprofit organizations in greater Cleveland and those areas where Sullivan family members reside.
- Types of Grants:** The Foundation provides operating and program support to organizations that serve the poor and needy. The goal is to fund programs with a record of success in making a profound improvement in the lives of disadvantaged members of our community.
- Sample Projects:** To expand The Greater Cleveland Food Bank's *Children's Nutrition Initiative* program to provide food and nutrition activities to children at-risk for hunger.
- The May Dugan Center received support for its *Trauma Informed Education and Counseling Integration* Project which provides multi-service programs and stability to residents of Cleveland's near west side neighborhoods.
- Provided operating support for Bridge Avenue School, serving children on the near west side of Cleveland who had previously been unsuccessful in other school settings.
- Eligible Groups:** Social service agencies and nonprofit organizations in Cuyahoga County.
- Grant Amounts:** The range for grant awards is \$1,000-\$25,000. The average grant in 2019 was \$9,000.
- Deadline:** July 15. Please include your organization's most recent audited financial reports or review (*dated no more than three years ago*) by an outside accounting firm.
- Contact Info:** Proposals may be mailed or delivered to:  
The Thomas C. and Sandra S. Sullivan Foundation  
Attn: Colleen Rigo  
The Catholic Community Foundation  
1404 E. Ninth Street, 8th Floor  
Cleveland, OH 44114
- Electronic Proposals:** **New for 2020:** Electronic proposals are encouraged, see details on next page.

Please fill out the application and email it to [crigo@catholiccommunity.org](mailto:crigo@catholiccommunity.org) as one pdf document in this order:

- Grant application Section One through Project Evaluation Chart
- Total Organization Budget with YTD Column
- Program Request Budget
- Statement of Revenue and Expenses
- Board of Directors
- Optional cover letter

Submit these items as two separate pdf's:

- Tax ID Letter
- Annual Report

**DELIVERY  
UPDATE**

If you are not submitting an electronic version, please be sure to mail your application rather than using a delivering service. Visitors are not able to enter our building at 1404 E. Ninth Street and therefore we will be unable to receive hand-delivered applications. (Updated 6/25/20)

*Questions may be directed to Colleen Rigo at (216) 696.6525 x4080 or [crigo@catholiccommunity.org](mailto:crigo@catholiccommunity.org).*