

CONRAD N. HILTON FUND FOR SISTERS

10100 Santa Monica Boulevard, Suite 1000 • Los Angeles, California 90067-4145 USA
TEL (310) 785-0746 • FAX (310) 785-0166 • proposal@hiltonfundforsisters.org • www.hiltonfundforsisters.org

PROJECT PROPOSAL FORM

Type your responses in English in the space provided. Do not exceed two pages.
Project Proposal Forms may be sent by scanned email, fax or post.

IMPORTANT - Projects outside the USA only:

- Attach a Letter of Support from the General, Regional, Provincial or Delegate Superior.
- Letter of Support must be signed, on letterhead and have the official stamp of the congregation.

Name of Sister (Applicant) _____

Congregation of Applicant _____ Initials _____

Name and Location of General Superior _____

Name of Project _____

Postal Address (Include Country) _____

Phone (_____) (_____) _____ Fax (_____) (_____) _____
country code city code country code city code

E-Mail Address _____

Total Amount Requested (in U.S. dollars) \$ _____

1. Briefly describe your project and explain how it helps to relieve those who are suffering, distressed or destitute.

2. List the name and congregation of each sister who is *directly* involved with the project in a *full-time* capacity and briefly describe what each sister does.

3. How will you support your project if you do not receive future grants?

4. List the cost each item you plan to purchase with the grant. If you are requesting funds for a salary or stipend, provide a detailed job description. **Remember to convert all monetary values into U.S. dollars.**

5. If the project is new, itemize the expected expenses and sources of income for its first year of operation. If the project is not new, itemize the expenses and sources of income for the previous fiscal year and provide a budget for the present fiscal year. **Remember to convert all monetary values into U.S. dollars.**