

# NATIONAL CATHOLIC SOCIETY OF FORESTERS

320 S. School Street – Mount Prospect, IL 60056-3334 – 1.800.344.6273

## APPLICATION - HEARTS AND HANDS PROGRAM

DATE: \_\_\_\_\_

RETURN THIS FORM TO THE COURT RELATIONS DEPT. OF THE HOME OFFICE FOR APPROVAL. PLEASE PRINT CLEARLY.

Court Name and Number: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone #: ( ) \_\_\_\_\_

The officers of the court have reviewed the guidelines for participation in the program and understand the requirements (refer to the Hearts and Hands brochure for details).

**PLEASE CHECK ONE:** \_\_\_\_\_ *Sole Sponsor* of this project. NCSF will match funds up to \$1,000. The court will be responsible for conducting the event. All publicity will show NCSF as the *only* sponsor of the activity.

\_\_\_\_\_ *Co-Sponsor* of this project. NCSF will match funds up to \$500. We will work with another group to hold this activity, such as the Home School Association, parish counsel, etc. We cannot co-sponsor with another fraternal organization.

Name of group you are co-sponsoring with: \_\_\_\_\_

We understand that we are required to involve adult and junior members of the court and to keep an accurate account of the project funds. We must submit a Hearts and Hands summary form to receive final approval and matching funds.

**RECIPIENT:** \_\_\_\_\_ Individual \_\_\_\_\_ Family \_\_\_\_\_ Community \_\_\_\_\_ Parish

Check can be payable to any parish or community organization. If the event is to assist an individual or family, the check must be made payable to a bank trust (or similar account) on their behalf.

This project is being held to benefit: \_\_\_\_\_

We chose this recipient for a Hearts and Hands program because: \_\_\_\_\_

### DESCRIPTION OF THE FUNDRAISER/PROJECT:

Our court plans to: \_\_\_\_\_

Place and address of the project: \_\_\_\_\_

Event date: \_\_\_\_\_ Event time: \_\_\_\_\_ Attendance fee? \_\_\_\_\_

Do you need flyers? \_\_\_\_\_ How many? \_\_\_\_\_ Please provide information for the flyer.

We will send up to 100 flyers, if you require more we will send you a master for you to run the extra copies.

Local newspaper name and address for your press release (please include their e-mail address or web site). Court member's name and phone no. for contact information to be printed with your press release:

### TWO SIGNATURES ARE REQUIRED:

\_\_\_\_\_ Phone #: ( ) \_\_\_\_\_ Date: \_\_\_\_\_  
Court President signature

\_\_\_\_\_ Phone #: ( ) \_\_\_\_\_ Date: \_\_\_\_\_  
Court Officer signature

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**HOME OFFICE USE:** Approval given by: \_\_\_\_\_ Date: \_\_\_\_\_

Application No: \_\_\_\_\_ Summary Sent: \_\_\_\_\_ Flyers Sent: \_\_\_\_\_