**Hawaii Catholic Community Foundation (HCCF)**

**Letter of Inquiry (LOI)**

Note: a preliminary **Letter of Inquiry** must first be submitted to receive an **Application for Funding Request**.

Instructions: Limit your responses to this 1-page form & return to: HCCF@RCCHAWAII.ORG

If approved, an official application form will be provided to the Project Contact. For due dates and informationon the **Protocol for Requesting Funds**, please call the Office of Stewardship & Development at: (808) 203-6723, which provides administrative services to the HCCF.

Project Title: \_\_

Project Site: \_\_

City/Parish: \_\_

* Provide a brief description of the project and how it aligns with the Case Statement of the Diocese of Honolulu’s ***With Grateful Hearts*** capital campaign.
* Describe the timeline of the project.
* List any other organization directly involved with the project.
* Provide an estimate of the project cost along with any other funding sources.

Project Contact (print name):\_ Ph#: \_ Date: \_

Sponsoring Diocesan Task Force Leader (print name):\_

FOR OFFICE USE ONLY: Bishop: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Vicar General:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Revised: 11/08/17