## INTERNATIONAL CATHOLIC STEWARDSHIP COUNCIL Promotional Materials Awards

## APPLICATION INSTRUCTIONS

## APPLICATION FORM:

- 1. Remember to use the appropriate application form for the award category for which you are applying.
- 2. Please do not submit one set of materials for two or more different award categories. Each submission must have its own materials submitted with the individual category's application.
- 3. Printed materials must be submitted in a PDF format.
- 4. Videos must be submitted in an MP4 format or if a YouTube video, by providing a Link on the application form.
- 5. Fill out each application form completely and submit via Dropbox. (See instructions below).
- 6. Before uploading your pdf to Dropbox, please change the pdf's "File Name" to include the name of your parish along with the appropriate award category (Example: St. Michael the Archangel Parish Stewardship Commitment).

## **SUBMISSION:**

- 1. All submissions are to be uploaded into ICSC's secured cloud storage, Dropbox, unless a YouTube video is being submitted. In that case, provide a LINK to the YouTube video in the link box on the awards application.
- 2. To submit materials, click **HERE**. Then, simply click on "Add Files."
- 3. You will receive an email acknowledgement following your submission.
- 4. Retain a copy of all entry forms for your records.
- 5. Deadline for submitting materials is August 31, 2022.

By submitting your materials, you are giving ICSC permission to share them with other dioceses and Catholic foundations and upload them to the resource section of the ICSC Website.