

**INTERNATIONAL CATHOLIC STEWARDSHIP COUNCIL**  
**Promotional Materials Awards**

**APPLICATION INSTRUCTIONS**

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**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. Fill out each application form completely and submit via Dropbox. (See instructions below).
5. Before uploading your pdf to Dropbox, please change the pdf's "File Name" to include the name of your organization along with the appropriate award category (Examples: Archdiocese of Detroit Annual Appeal Brochure, or Total Planned Giving, etc.).

**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 description box on the awards application.
2. To submit materials other than YouTube videos, click [HERE](#). Then, simply click on "Add Files."
3. You will receive an email acknowledgement directly following your submission.
4. Retain a copy of all entry forms for your records.
5. 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.
6. Deadline for submitting materials is **June 30, 2024**.

To ensure that we have received your submission, you will receive an acknowledgement. If you do not receive an email within 3 business days, please call us at 1-800-352-3452.

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**Diocesan Stewardship Effort Submission**

*All Entries must be received in the ICSC office on or before June 30!*

Organization Name submitting award materials:

\_\_\_\_\_ (i.e. Archdiocese of..., Catholic Community Foundation..., etc.)

If a Foundation, in what Arch/diocese are you located?

\_\_\_\_\_ Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City: \_\_\_\_\_ State/Province \_\_\_\_\_

Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Number of the following in the Arch/diocese:**

Parishes \_\_\_\_\_ Catholic Households \_\_\_\_\_

*Please describe below how these materials you are submitting were used in your stewardship efforts. Be sure to mention other materials or distribution methods and any unique ideas implemented in conjunction with these materials. Attach a separate page if necessary.*