

**Q1: *Why is the cafeteria/kitchen project the next capital campaign priority?***

The cafeteria/kitchen project has been identified as a priority since the inception of the Master Plan back in 2000. Pastor, Fr. Keith DeRouen, the Board of Directors and the Cathedral-Carmel School Administration have identified the cafeteria project to be of the highest importance. Today, students begin eating lunch as early as 10:15 a.m. to accommodate the size of the student body. The cafeteria/kitchen has not been upgraded or expanded despite the growth the school has enjoyed. After careful evaluation of all capital needs, all of the school's leadership groups believe that the expansion of the cafeteria and the upgrade of the kitchen are critical to the future success of the school.

**Q2: *What are the details of the project?***

Kitchen equipment will be upgraded and paid for by the diocese and the size of the kitchen will be expanded as well. The cafeteria/kitchen's current footprint will be enlarged from 5,181 square feet to 7,400 square feet. This additional space will add 100 more seats and will allow the school to serve students in three turns rather than in five turns. The school is excited about the opportunity to also use this improved facility as a meeting space for special events.

**Q3: *What is the cost and construction time of this project?***

The school has hired Poche' Prouet Associates to design the project and BEO Contractors to handle the construction. These two professional groups are graduates of the school and have worked with the school for many years. They were involved in creating the original Master Plan beginning 1998, and have added their expertise to the designs and construction of the Kindergarten/1<sup>st</sup> Grade Building, the Library and Computer Lab and the new bus canopy on Versailles Street.

The projected cost of the project is \$1.5 million and includes an enhanced walkway off of Versailles Street from the bus canopy into the quad to provide better aesthetics to that particular entrance. The project involves an estimated 12 month construction period. The construction timeline will be determined by reaching our financial goals, working with the architect and contractor, and following procedures under school administration and diocesan leadership.

**Q4: *What role can I play?***

In order for this vision to become reality, everyone who cares about the vitality of Cathedral-Carmel is being asked to participate in this phase of the Master Plan. As the last several months of research, input and discussion have shown, many people support this effort and it will truly benefit every child every day. Parents, faculty & staff, businesses, alumni, past parents, grandparents, and friends are encouraged to contribute to the cafeteria/kitchen project.

Every dollar counts! The level at which you choose to support this cause is up to you and your family. All contributions are greatly appreciated and will help reach our goal. No amount is too small and our goal is to get 100% participation from parents and faculty. Please make all contributions payable to: *CCS Foundation (memo: cafeteria fund)* and mail to school office.

**Q5: *Where has the money come from for past capital campaigns, past projects?***

All money raised by the Parent Booster Association - the magazine drive, the annual auction, etc. - is dedicated to the operating funds of the school. Over the past seven years, past capital projects have been financed by private donors and alumni. This is the first capital project to target the parent population. While every potential donor source will be asked to contribute, it is primarily up to the current CCS parents and families to build a new cafeteria for our children.

**Q6: *In what ways can I make a gift to the Cafeteria/Kitchen project and CCS Foundation?***

The most common gift giving opportunities are:

- \*Unrestricted one-time cash gift
- \*Perpetual pledge over 3 to 5 years
- \*Real Estate
- \*Gifts-in-kind
- \*Bequests through will or codicil
- \*Securities (Stocks, Bonds, or Mutual Funds)
- \*Charitable Trusts
- \*Remainder or Lead Trusts
- \*Life Insurance
- \*Corporate matching fund gift

*\*\*We encourage you to discuss your options with your personal financial advisor to help insure that you take the best possible advantage of the charitable giving incentives of the tax laws.*

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