

# Diocese of Madison

## Catholic Campaign for Human Development

### Application for Funding for 2012

#### Important Dates

- May 1, 2012: Deadline for submitting applications—no extensions allowed
- June 15, 2012: Diocesan CCHD Committee makes recommendations to Bishop
- August 1, 2012: Bishop announces funding decisions

#### Background

The Catholic Campaign for Human Development (CCHD) is the domestic anti-poverty, social justice program of the U.S. Catholic Church. CCHD promotes and supports community-controlled, self-help organizations and provides transformative education. A portion of CCHD funding is distributed through the Diocese of Madison to organizations for local anti-poverty and social justice projects.

#### Criteria for Grants Distributed by the Diocese of Madison

- The applicant and project must be located in the Diocese of Madison.
- The project must address the basic social, economic and political causes of poverty in order to bring about permanent, sustainable change.
- The principle beneficiaries of project to be funded must be poor, and poor persons should have the dominant voice in planning and implementing the project. Specifically, at least 50% of the participants must be poor and priority will be given to projects in which 50% or more of the persons involved in such leadership roles are involuntarily poor. Persons are considered poor if their household income is less than 80% of the area median income, as determined by the U.S. Department of Housing and Urban Development ([available here at: www.huduser.org/portal/datasets/il/il10/index.html](http://www.huduser.org/portal/datasets/il/il10/index.html))
- The project and the work of the sponsoring organization must not be in conflict with Catholic moral or social teaching. For a summary of Catholic social teaching, see the [diocesan site here](#) or more from the [USCCB site here](#). CCHD seeks to fund projects that are consistent with and advance the themes of Catholic social teaching as described below in an excerpt from *[The Review and Renewal of the Catholic Campaign for Human Development](#)*.
  - **Respect for Human Life and Dignity:** CCHD works to protect and enhance the life and dignity of all, from the first moment of conception to the moment of natural death and every moment on the spectrum of life in between, especially focusing on the lives and dignity of those who are poor, vulnerable or suffering economic or other injustice.
  - **Priority for the Poor:** CCHD practices the Church's priority for the poor, helping low-income and vulnerable people improve their lives and communities by their own actions.
  - **Participation:** CCHD works from the bottom up, emphasizing self-help, participation and decision-making by poor people themselves to address their own situations.

- **Subsidiarity:** CCHD focuses on local communities seeking to give voice to those closest to problems of poverty, as these communities address economic injustice working with local, state or national institutions to address the causes of poverty.
- **Solidarity:** CCHD is a sign of solidarity, standing with and for those who are poor, seeking to strengthen communities and helping to build bridges between those who are poor and those who are not.
- **Strengthen Family and Build Community:** CCHD works to support and strengthen the fundamental social institutions of marriage and family and other mediating structures, including parishes, neighborhoods, community organizations, economic development groups and worker and other associations.
- The applicant should be, or affiliated with, an incorporated nonprofit organization.
- It is essential that projects involve participation by the Diocese of Madison, Catholic parishes and/or Catholic leadership.
- Grants, typically, are for up to \$5,000.
- An organization may receive funds for the same project for up to three years.

**Applications should be mailed** with a postmark no later than April 30, 2012, to Office of the Chancellor, Diocese of Madison, 702 S. High Point Rd., Madison, WI 53719.

**For more information,** contact Father Jim Murphy, Diocesan Director for the Catholic Campaign for Human Development, PO Box 216, Portage, WI 53901; telephone: 608-742-6998; email: [jmurphy@stmaryotic.com](mailto:jmurphy@stmaryotic.com).

**Application for Funding**  
**Diocese of Madison Catholic Campaign for Human Development**

*Submit eight copies of the completed application form to the Office of the Chancellor, Diocese of Madison, 702 S. High Point Rd., Madison, WI 53719, postmarked no later than April 30, 2012. Applications postmarked later than that date will not be considered. Submit this application form and requested attachments only; other documentation will not be considered. If you cannot answer the question in the allotted space, additional information may be provided in attachment. An electronic version of this application form is available on the diocesan website: [www.madisondiocese.org](http://www.madisondiocese.org).*

Name and address of the organization submitting the request:

Name and brief description of the project for which funds are requested:

Name, address, telephone number and email address of person submitting this request:

If someone other than the person submitting this request is implementing the project, provide that person's name, address, telephone number and email address.

Amount of funding requested:

Has this project ever been funded by CCHD before? If so, indicate the year(s) and amount(s).

**Background of Applicant Organization**

What is the mission of your organization?

Briefly describe the history of your organization. List the activities in which your organization is engaged and your major accomplishments in the past year.

Indicate the number of:

Paid full-time staff                      Paid part-time staff                      Volunteers

Is your organization incorporated? Yes\_\_\_ No\_\_\_ Is it a non-profit? Yes\_\_\_ No\_\_\_

Is it a tax-exempt organization? Yes\_\_\_ No\_\_\_ Indicate if it is either: 501(c)3\_\_\_ 501(c)4\_\_\_

Complete the following table showing the make-up of your organization’s leadership and membership:

Leadership Category	Number of Persons in Following Categories						
	Involuntary Poverty	White	Hispanic	African-American	Native American	Asian American	Other
Board of Directors							
Project leadership*							
Organization Members							
Persons benefitting from project							
Project staff							

\* If the project leadership is the same as the board of directors, enter “same as board”.

If funds are being requested for a project with a board or governing team separate from that of the sponsoring organization, provide on a separate attachment the following information for each member of that separate board or governing team: name, address, role in the project, occupation, and a brief description of the person’s expected contributions to the project and his or her socio-economic status and ethnicity.

## **Description of Project**

What is the purpose of the project for which your organization requests funding? What economic or social needs are being addressed by this project?

Describe briefly the project's history, and provide a brief timeline for implementation of the project.

How will this project change systems or conditions that cause poverty or keep persons in poverty?

How will this project empower low-income people to help raise themselves out of poverty? How will this project impact the larger community? How will you demonstrate the success of the project?

How does your project advance the themes of Catholic Social Teaching, listed in the *Criteria*?

What is the nature of Catholic participation in your project?

Describe any fiscal relationships, technical assistance or training that your organization will establish or obtain to insure the success of the project. Complete the proposed project budget on the next page and attach a copy of the most recent annual financial statement of our organization.

## Budget Summary for Proposed Project

Expense	Proposed Budget	CCHD Funding
<b>Salaries</b> (list positions)		
<b>Fringe benefits</b> (total for all positions)		
<b>Total salaries and fringe benefits</b>		
<b>Office expenses</b> (list)		
<b>Travel expenses</b> (briefly describe)		
<b>Rent/occupancy expense</b>		
<b>Program expenses</b> (list)		
<b>Contracted services</b> (list)		
<b>Other expenses</b> (list)		
<b>Total salaries, fringe benefits and other expenses</b>		
<b>Anticipated income</b>		
Grants		
Local fundraising		
Income from services		
In-kind contributions		
<b>Total anticipated income</b>		