

# **Diocese of Madison**

## **Catholic Campaign for Human Development**

### **Application for Funding for 2010**

#### **Important Dates**

April 1, 2010: Deadline for submitting applications—no extensions allowed  
May 1, 2010: Diocesan CCHD Committee makes recommendations to Bishop  
July 1, 2010: 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 people—at least 50% of the participants must be poor.
- Poor people should have the dominant voice in the project, specifically in planning and implementing the project. Priority will be given to projects in which 50% or more of the persons involved in such leadership roles are involuntarily poor.
- The project and the work of the sponsoring organization must not be in conflict with Catholic social teaching.
- The applicant should be, or be affiliated with, an incorporated nonprofit organization.
- Grant requests range from \$2,500 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 1, 2010, 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, 309 W. Cook St., Portage, WI 53901; telephone: 608-742-6998; email: [jmurphy@stmartyotic.com](mailto:jmurphy@stmartyotic.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 1, 2010. 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?

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>		