



## *Alive in Hope Foundation*

### Pope John Paul II Fund For Lay Leadership Formation 2010 Grant Guidelines

Since Vatican II, the Church has witnessed the many contributions of the lay faithful who have taken seriously their call to holiness and their role in fostering the mission of Jesus and the Church.

Affirming the role of the laity in the Church, the United States Catholic Bishops in *Called and Gifted for the Third Millennium* (pg. 24) have said: “For our part we bishops cannot imagine ourselves entering a new millennium, embarked upon a new evangelization, unless we walk side by side with our lay sisters and brothers. For together we stand at the threshold of a ‘great venture, both challenging and wonderful...a re-evangelization so much needed by the present world.’” (Christifideles Laici, no. 64).

Recognizing that lay leadership formation programs hold the key to providing well-grounded and prepared Catholic lay leaders, a portion of funds raised for the *Alive in Hope Campaign* were used to establish an endowment, the income from which would go to provide grants for lay leadership education and spiritual formation in the parishes, clusters and agencies throughout our Diocese.

To that end, the Pope John Paul II Fund for Lay Leadership Formation was established in the Alive in Hope Foundation. The Fund was named after Pope John Paul II, of happy memory, in honor of his inspirational leadership and constant invitation to all people, to love and serve the Lord.

The John Paul II Fund for Lay Leadership Formation provides financial support to lay formation efforts at parishes, clusters, and agencies by awarding grants for scholarships and program support related to lay leadership formation.

The Alive in Hope Foundation is committed to providing direct grants to parishes, clusters and/or agencies that seek to build and enhance lay leadership throughout the Diocese, as well as awarding scholarships to individuals who seek leadership preparation for Church Ministry in Brooklyn and Queens. In the long term, this special fund has the potential to assist every parish in the Diocese. In the interim, the Pope John Paul II Fund shares its resources with as many ministries as possible.



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### 2010 Grant Information and Policies

The Pope John Paul II Fund is an endowed fund established through the Alive in Hope Campaign. The Fund was created to support newly created or existing parish, cluster, and agency projects and programs, related to Lay Leadership Formation.

Please read the following guidelines on the Foundation's funding policy and procedure before preparing your application:

1. Requests for funding should evidence a specific and unique need that the parish, cluster, or agency is unable to fund fully.
2. Applications must originate directly from the parish, cluster, or agency.
3. Each year we receive numerous applications for support that amount to many times the funding available. In an effort to fund as many worthy programs as possible, the Foundation awards grants up to \$5,000.
4. Realizing the needs associated with program implementation, the Foundation does award grants that cover personnel-related costs. However, we do not encourage applications that include a sizable personnel budget.
5. No project is approved for which public funding is available.
6. Multi-year funding may be awarded in rare cases.
7. Prior grant recipients must wait one year prior to submitting another proposal.
8. Grants disbursements must be requested by submitting a Request for Payment Form (included upon award).
9. Grant applications requesting support for technology expenses must clearly demonstrate the need for and use of that technology, in support of lay leadership formation.
10. The Foundation reserves the right to request site visits to grant recipients.
11. The Foundation's funding year is September through August.

**Deadline: May 7, 2010**

#### **Submission Details:**

Only fully completed applications will be considered. Please make sure that all components of your application are received by the aforementioned due date.

If paper proposals are submitted, the original grant proposal, along with 10 copies, should be sent to the Alive in Hope Foundation, 310 Prospect Park West, Brooklyn, New York 11215.



## *Alive in Hope Foundation*

### 2010 Grant Review Process

All applications submitted are reviewed by the Pope John Paul II Grant Review Committee.

The Pope John Paul II Review Committee convenes once a year to discuss submitted applications and makes recommendations on proposals to the Alive in Hope Foundation Board. The Foundation's Board of Directors makes final decisions on funding.

The Chief Executive Officer of Alive in Hope Foundation will notify applicants of the Foundation's decision. Grantees will receive important details regarding the Foundation's disbursement policies as part of the correspondence. Disbursement policies must be followed to ensure timely reimbursement.

The following elements are considered in the evaluation of a proposal:

- a. The strength of the proposal in regard to lay leadership formation including clarity of purpose, diversity of instructors and/or facilitators, incorporation of current adult learning/formation methodologies and adequate use of resources.
- b. The clarity, strength, and amount of the budget in relationship to the goals and objectives of the proposal. The budget must be completed in its entirety and balanced.
- c. The financial condition of the individual parish, cluster of parishes, or agency.
- d. A clear and demonstrated commitment for contributing matching funds and/or in-kind contributions.
- e. The potential for replication elsewhere in the Diocese.