



# DISCIPLES RESPONSE FUND GRANT APPLICATION

CATHOLIC FOUNDATION OF WESTERN KENTUCKY  
600 LOCUST STREET, OWENSBORO, KY 42301-2130  
270/683-1545 (FAX) 270/683-6883 [redok.org](http://redok.org)

**There are two granting periods per year. Application deadlines are April 1 and September 1.**

## **Please read this page before filling out application on back.**

Fifteen percent of the dollars raised through the *Disciples Response Fund Appeal* are deposited in the Catholic Foundation of Western Kentucky for the purpose of developing a grant program. Grants will assist Catholic ministries that come closest to meeting the criteria stated below. The Catholic Foundation of Western Kentucky has a limited ability to meet the

demand for this financial assistance, but will prioritize (but is not limited to) parish-based ministries. *Grants are not considered for general operating budgets, major building projects, or maintenance programs already in place (though expansion of existing programs may qualify).*

### ***Grants will prioritize efforts of:***

- Religious Education • Outreach/Evangelization • Services for the low income

### ***Priority will be given to applications where parishes or ministries:***

- Are trying to create new ministries
- Are financially supported by collaborating parishes or entities (where possible)
- Are visionary, innovative, and reflect a large base of planning
- Are supported by a governing/consultative board of at least seven people
- Need short term funding (one year commitments only)
- Lack current funding, but have a plan for future funding
- Support annual efforts of development and/or stewardship education
- Demonstrate the greatest financial need

***Applications do not have to meet every criteria***, but those that meet the most and demonstrate *the greatest need* will receive the highest priority. The amount of the distribution will depend largely on the generosity of contributions to the annual *Disciples Response Fund Appeal*. Typically, the largest grant would be \$5,000.00, depending on the number of collaborative efforts that are involved in the ministry. The application must have the signature of the pastor or parish administrator. Each ministry receiving money from the Foundation will be asked to account

for the success or failure of the sponsored program at the end of the fiscal year.

Applications can be submitted throughout the year, but grant awards will be approved in the Spring and Fall. You MAY be asked to submit a budget for the ministry. If you have any questions on the potential for qualifying for a grant, or if you would like further information, contact the Office of Stewardship. We would be more than happy to assist you with the application.

## **EXAMPLES OF SUCCESSFUL GRANT APPLICATIONS:**

• Several parishes/diocesan committees sponsor major workshop featuring national speakers • Salary assistance/education expense for lay employees (especially in collaborating and 'mission' parishes) • Catholic School and institutional efforts of development education • Parishes collaborating on efforts of religious education and shared resources • Finance parish efforts to expand ministries to home-bound • Expanded efforts of religious education to low income • Assisted retreat program in effort to double the level of participation • Purchasing educational materials.

**EXAMPLES OF GRANTS THAT DON'T MEET FOUNDATION CRITERIA** (though may still be important to ministry): • Where the Foundation is the only financial investor • Sending one or two people to workshops/conventions OUTSIDE of diocese • Purchasing hardware for individual parishes (TV's, VCR's, furniture or computers), unless these parishes are considered 'mission' or demonstrate extreme financial need • Where participating board/council of seven are not active/aware of grant application.

**Please fill out this page EVEN IF YOU HAVE ATTACHMENTS!**

**Parish/Organization/Ministry Requesting Grant:**

**Board Member Names (Prefer at least seven members):**

**Amount requested (not to exceed \$5,000 and for one year only):**

**What will this money purchase? (Please be specific)**

**Check which criteria this application meets** (More priority will be give to those applications which meet the most criteria)

- Grant is for religious education, outreach, or services for the low income
- Financially supported by collaborating parishes or entities (where applicable)
- Effort supports a new ministry or dramatically expands reach of ministry
- Organization has formal development, fundraising, and/or annual stewardship education
- Needs for short term funding AND has plan for future funding if applicable
- Use for money is specific, and not 'general fund' (budget would be helpful)

**Other Comments:**

**What organizations/ministries are FINANCIALLY contributing to this effort, and how much are they contributing?**

**What will the money do that will assist to create/expand this ministry?**

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**Board Chair or Contact Person Name**

**Phone Number**

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**Pastor/Parish Administrator Signature**

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**Parish/Institution Name and Address (Checks will be made payable to and mailed to the parish/institution.)**

**Please return this application to: Office of Stewardship, Diocese of Owensboro, 600 Locust Street, Owensboro, KY 42301. If you have any questions, call Kevin Kauffeld 270-683-1545.**