



Catholic Charities Campaign for Charity and Justice
Parish Social Ministry Application Form
Cover Sheet

Date of application: _____

Name of parish:

Project name (if applicable): _____

Purpose of grant (one sentence): _____

Address of parish: _____

Telephone: _____ **Fax:** _____ **E-mail:** _____

Name of Pastor: _____

Contact person and title (if not Pastor): _____

Grant request: \$ _____

Total project budget: \$ _____

Dates covered by project budget (mo/day/year): _____



Catholic Charities Campaign for Charity and Justice

Parish Social Ministry

Grant Proposal Format

I. PROPOSAL SUMMARY: (1-2 Pages)

Please include the following:

- Briefly explain why your parish is requesting this grant, detailing the need to be addressed
- The population that your parish serves and the specific population targeted by this project
- The strategies to implement the project, including proposed staffing for the project and the anticipated timeframe
- Detail how the grant funds will be spent, (a line item budget in a separate table or spreadsheet may be included), as well as any projected sources and amounts of income toward the project
- The outcomes you hope to achieve and explain how you will measure the effectiveness of your activities.

II. PROPOSAL SUBMISSION

Please choose ONE of the following methods of submission:

- Submit Online at www.catholiccharitiesny.org/ccj
- Mail printed copy to:
Catholic Charities of New York
Department of Social & Community Development
1011 First Ave, 7th Floor
New York, NY 10022
% - Mr. Richard Espinal

DEADLINE - February 21st, 2020