



# Catholic Relief Services

## 2018-19 Rice Bowl Grant Information and Guidelines

### Background

CRS Rice Bowl is the official Lenten program of Catholic Relief Services. It was created in 1975 with the goal of entering into solidarity with our brothers and sisters overseas through prayer, fasting, learning, and giving. Many parishes in the Archdiocese of Chicago participate in CRS Rice Bowl and through their generosity and support, help to fund CRS in their global initiatives. 75% of CRS Rice Bowl donations support CRS development projects throughout the world; while 25% of CRS Rice Bowl funds local programs and initiatives that animate the values of CRS in the Archdiocese of Chicago.

### Criteria

We primarily fund parishes and organizations that emulate the mission and vision of Catholic Relief Services on a local level. In addition to the international emergency aid that CRS provides, CRS has numerous initiatives to support vulnerable communities overseas, including projects focused on restorative justice, agricultural development, micro-lending, Ethical Trade enterprises and initiatives, direct service assistance, hunger prevention initiatives, refugee relief, maternal health, and other related areas. Grant awards range from \$1,000 to \$5,000, and are for a period of one year (past funding does not guarantee future funding).

### Funding Areas (highlight which one the following projects you are applying for in your application):

- Restorative Justice and Peacebuilding (including advocacy, training, and other related initiatives)
- Environmental Education and Action (including community gardens, community farmer's markets)
- Ethical/Fair Trade (including advocacy, outreach, small businesses, social enterprises)
- Direct Service Assistance (includes food pantries, soup kitchens, homeless shelters)
- Hunger and Nutrition Education
- Other funding areas may be considered on a case-by-case basis

### Other Requirements

- Project location: Cook & Lake Counties. No proposal outside Cook & Lake Counties will be considered.
- Organizations that receive a Rice Bowl grant in 2018-19 must submit a year-end report by May 15th, 2019 explaining the use of the grant.
- Grantees receiving awards of \$2,500 and over will be required to participate in outreach efforts for CRS Rice Bowl in 2019.
- Organizations' activities must be consistent with Catholic Moral and Social Teaching and with 501(c)(3) rules regarding partisan political activity.
- For applications made by a Catholic parish or parish program (project, organization, etc.), the appropriate parish staff person's signature is required on the application form indicating her/his approval of the grant application.

**For questions about the application or grant process, please contact the Office of Human Dignity and Solidarity at 312.534.5393 or by e-mail at [rlents@archchicago.org](mailto:rlents@archchicago.org). To apply online, please visit: <http://www.ChicagoPeaceAndJustice.org/RiceBowlGrants>**



# Catholic Relief Services

## 2018-19 Rice Bowl Grant Application

Please fill out all of the entries below and indicate where not applicable. Incomplete applications will be ineligible for funding. Complete applications (including required attachments) must be submitted by April 6, 2018.

Complete Application online at [www.chicagopeaceandjustice.org/ricebowlgrants](http://www.chicagopeaceandjustice.org/ricebowlgrants).

1. Organization Name \_\_\_\_\_

Address \_\_\_\_\_ City/State \_\_\_\_\_ - \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Email address \_\_\_\_\_

If Applicable:

Parish Affiliation \_\_\_\_\_ Pastor \_\_\_\_\_

2. Does your parish participate in CRS Rice Bowl? Yes \_\_\_\_\_ No \_\_\_\_\_

3. Name of the Project to be funded: \_\_\_\_\_

4. Amount Requested \$ \_\_\_\_\_. Is the organization tax exempt, nonprofit? Yes \_\_\_ No \_\_\_

5. EIN Number: \_\_\_\_\_

6. Has this project previously received CRS Rice Bowl funding? Yes \_\_\_ No \_\_\_

If yes, please list the previous years and amounts. (*Please note that CRS Rice Bowl Grants are considered on an annual basis – past funding does not guarantee future funding.*)

7. What is the project primary funding area? (Use one of the funding categories listed in the guidelines)



8. Description of the project (350 words max): What is the purpose of the project? Who and how many people benefit from the project? How long has the project been in operation and what are its major accomplishments?
  
9. Low-income persons' participation in project (100 words max): Do persons who are low-income and poor participate in the decision making of the project? Please explain.
  
10. Parish & community involvement (350 words max): Do members of the parish (or nearby Catholic congregations) participate in the project? Does the project provide opportunities for service, advocacy, learning, communal prayer/reflection, fellowship, etc. for members of the community?
  
11. 2018-2019 Program Development Goals (350 words max): Outline the goal(s) to be achieved during CRS Rice Bowl grant period. Explain long-term goal(s) and then list quarterly steps to achieve goal(s). How will these goals expand or improve the project?
  
12. Financial overview of the project (200 words max): What is the total cost of the project and what sources of funding does the project have this year (list sources and amounts if possible)? How would a CRS Rice Bowl grant benefit the project this year?



## Interim Report for Current Grantees

**Please complete the following questions for your 2017-2018 CRS Rice Bowl grant. We understand that some grantees may have incomplete data based on the specifics of their project. If this is the case, please complete the questions to the best of your ability based on your progress from July 2017 to February 2018.**

**If the applicant is not a current grantee, this section may be omitted.**

1. 2017-2018 Program Development Goals (350 words max): Outline the goal(s) to be achieved during CRS Rice Bowl grant period as indicated on the Grant Application. Describe how goals were met, and any outstanding achievements the project made from July 2017 to present.
2. Project Challenges (350 words max): Briefly describe any outstanding challenges the project faced, and how challenge(s) impacted the project during the current funding period.
3. Parish and Community Involvement (350 words max): Describe the involvement of parishioners and/or community members during the current funding period.
4. Use of Funds (350 words max): Outline the use of the grant funds during the current funding period, breaking down project expenses. If you would prefer to submit a spreadsheet or another form of documentation, please submit with your application.



## Prohibitions and Signature Page

**As an initiative of the Catholic Church in the United States, Catholic Relief Services (CRS) cannot fund organizations that engage in activities that contradict fundamental Catholic Moral or Social Teaching (e.g. promotion or support of contraception, abortion, same-sex marriage, euthanasia, racism, the use of the death penalty or punitive measures toward immigrants, etc.) Prohibited activities include participation in or endorsing actions that promote legislation, ballot initiatives (including vote guides and other written materials) that contradict fundamental Catholic Moral and Social Teaching.**

**CRS cannot fund groups that knowingly participate in coalitions that have as part of their organizational purpose or coalition agenda or actions that contradict fundamental Catholic Moral or Social Teaching.**

**CRS cannot fund groups that engage in prohibited political campaign intervention on behalf of or opposition to any candidate for political office within the meaning of section 501(c)(3) of the Code. Grantee can engage in genuinely non-partisan voter registration, education and advocacy but agrees not to participate in politically partisan activities which are prohibited.**

Will the organization refrain from activities or coalitions that contradict fundamental Catholic Moral or Social Teaching? Yes \_\_\_\_\_ No \_\_\_\_\_

Will the applicant organization refrain from activities prohibited to 501(c)(3) organizations by the IRS? Yes \_\_\_\_\_ No \_\_\_\_\_

Attachments: Please email the following documents to [rlents@archchicago.org](mailto:rlents@archchicago.org) along with your grant application:

- 501(c)(3) Determination Letter from IRS (or proof of filing Form 1023) – if available
- Form 990
- W9 Form
- Several (up to 5) high-resolution photos of the project (for promotional purposes)

**Those submitting responses to the CRS Rice Bowl Application or otherwise interacting with CRS and/or the Archdiocese of Chicago by way of providing information above, understand and agree that these applications and submissions are accurate and true to the best of their knowledge, and that they submit this application as representative of the project, with the knowledge and support of the organization's leadership.**

**I agree to the above statement.**

Representative of Project's signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Title \_\_\_\_\_

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