**Catholic Relief Services**

2017 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. After 5 years of funding, organizations are asked to take a one-year break to allow for more organizations and parishes to receive funding.

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

* Restorative Justice: training, advocacy, other related initiatives
* Agricultural development: community gardens, community owned farmer's markets
* Ethical Trade: advocacy/outreach, small businesses
* Direct Service Assistance: food pantries, soup kitchens, homeless shelters
* Hunger Education and Advocacy
* Nutrition Education
* Other (please specify on application)

**Other Requirements**

* Project location: Cook & Lake Counties. No proposal outside Cook & Lake Counties will be considered.
* Organizations that receive a Rice Bowl grant in 2017 must submit a year-end report by May 15th, 2018 explaining the use of the grant.
* Grantees receiving awards of $2,500 and over will be required to present their program at a local parish or community event in conjunction with outreach efforts for CRS Rice Bowl in 2018.
* 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**](http://www.ChicagoPeaceAndJustice.org/RiceBowlGrants)

**Catholic Relief Services**

2017 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 30, 2017.**

**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 after five years of funding, organizations are asked to take a one-year break to allow for more organizations and parishes to receive 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 participate in the decision making of the project? If yes, 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. 2017-2018 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?
13. 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  
    - Several (at least 5) high-resolution photos of the project (for promotional purposes)

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

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

**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)**.**