Diocese of Scranton
Parish Social Justice Grants
CRITERIA AND GUIDELINES

This grant is designed to help parishes respond to the US Catholic Bishops’ reflection on Parish Social Mission, *Communities of Salt and Light: Reflections on the Social Mission of the Parish*. This will empower the parish’s efforts to educate and raise awareness of social concerns and strengthen their resolve to create cultures of encounter and work for justice.

Funding is made possible in part by the Diocesan Annual Appeal and is limited. To be eligible for funding, a project must satisfy the following criteria and guidelines.

A. Criteria
   a. Projects must conform to the moral teachings of the Catholic Church.
   b. Projects should fall within the parameters of *Communities of Salt and Light, Reflections of the Social Mission of the Parish*.
   c. Projects must be fully non-partisan when engaging in political activities. Projects whose primary focus is partisan political activity are not eligible.
   d. Project funds are to be managed and dispersed directly by the parish and not allocated to other organizations.
   e. Funding requests should be in the $250 - $5,000 range.

B. Guidelines
   a. Projects should be a new or modified effort of the parish.
   b. Projects which encourage a collaboration among other parishes will be given priority.
   c. Youth and Young Adult participation in projects is encouraged.
   d. Parishes may apply for up to 3 projects in a calendar year. Each project requires its own application.
   e. Funding may be applied towards stipends, material and supplies, and program fees.
   f. Funding cannot be offered for construction costs, appliances, or salaried employment.

C. Timeline
   a. Applications will be reviewed from April 5th to May 13th, parishes will be notified of their grant status by the middle of June.
   b. Projects should be completed within the grant cycle.
   c. A project report is required upon completion of project.

D. Suggested Projects (See “Project Suggestions” for project additional ideas and funding amounts)
   a. Book or film discussions
   b. Speaker series
   c. Educational programs offered by JustFaith or Network
   d. Large group trainings - intercultural competency, bias awareness, anti-racism, civil dialogue
   e. Individual leadership training designed to enhance social justice ministry skills
   f. Building intercultural relationships within and across parishes
   g. Expanding religious education materials or liturgical art to feature Hispanic and Black Catholics and greater cultural diversity
   h. Hiring of Amos Resources for social justice training & consulting
   i. Issue based projects or campaigns (e.g. immigration reform, human trafficking, and addressing racial and economic inequalities).
DATE SUBMITTED: ____________________

PARISH INFORMATION

PARISH: _____________________________________________________________

PASTOR: _____________________________________________________________

PARISH ADDRESS: ______________________________________________________

PARISH PHONE: ____________________ EMAIL: __________________________

CONTACT INFORMATION

CONTACT PERSON: ______________________________________________________

CONTACT PERSON’S PHONE: ____________________________________________

CONTACT PERSON’S EMAIL: _____________________________________________

GRANT REQUEST: $_____________ (Not to exceed $5,000)

PROJECT: FUNDING REQUEST:

PROGRAM OBJECTIVES – Please indicate the type of project your parish is applying for through the Social Justice Trust Fund grant program.
(Grants cannot be offered for construction costs, appliances, or salaried employment)

___ Parish Food Pantry ___ Grief Ministry ___ Care for the Elderly

___ Parish Nurse Ministry ___ Social Justice Education ___ Emergency Financial Assistance

___ Homelessness (CSS) ___ Pro-Life Ministries ___ Prison Ministry

___ Care of the Earth ___ Legislative Advocacy ___ Disability Ministries

Other (describe) _______________________________________________________


Program Summary: Please provide a typed detailed summary of the social justice ministry projects for which your parish is applying for funding. Attach the summary to this application.

Your summary should include the following:

1. **What is the purpose of your program or activity?**
2. **Provide a statement of need. This statement should include an explanation of who will be targeted for this outreach program.**
3. **Who will be involved in the planning and implementation of the program or activity?**
4. **When and where will your program activity be held? Describe the project timeline.**
5. **How will this program or activity benefit your parish and the greater community?**
6. **A proposed budget containing anticipated expenses**

- List the project goals. They should be specific, measurable, attainable, relevant and time-bound. Search “SMART Goals” for guidance.

- If you receiving funding, a project report will be required upon completion of the grant year to provide evidence that the project goals were met. Please select which evaluation tool you will use. Information on program evaluation found at: [https://managementhelp.org/evaluation/program-evaluation-guide.htm#anchor1575679](https://managementhelp.org/evaluation/program-evaluation-guide.htm#anchor1575679)
  - Written or electronic questionnaires
  - Interviews
  - Focus groups
  - Observations
  - Meeting notes
  - Other

- Collaboration and sharing across the diocese is encouraged. Will other parishes be invited to participate in your project? □ YES □ NO
  Will you agree to share access to materials you developed or used with other parishes? □ YES □ NO

- Please attach a budget for your project.
All grants must be signed by the pastor.

I understand that award checks will be payable to parishes only and designated for the use of the project identified on this application. For the purpose of state law, these funds must be used as intended and any unused funds must be returned.

SIGNATURE ____________________________ DATE ____________________

SUBMIT PREFERABLY BY EMAIL TO:

skowalski@dioceseofscranton.org

By Mail:
Office for Parish Life
Attn: Shannon Kowalski
330 Wyoming Ave
Scranton, Pa. 18503

If you have any questions please contact: Shannon Kowalski, Director for Service and Mission, at (570)207-2213 ext. 1155