

**Catholic Campaign For Human Development
Diocese of Lansing
300 West Ottawa Street
Lansing Michigan 48933-1577
(517) 342-2470**

**APPLICATION FOR DIOCESE OF LANSING LOCAL CCHD GRANT
2007 - 2008**

Application Instructions

Please read the instructions carefully, before completing application. Maximum amount allocated per project is \$10,000 depending on total available funds.

The materials submitted with this application should be typed double spaced, minimum of size 12 font, and as concise as possible.

The application deadline for the current funding cycle is **May 1, 2008**. All applications must be sent by mail (no fax accepted) and postmarked no later than **May 1, 2008**. All material sent with the application will become the property of the Diocese of Lansing, Catholic Campaign for Human Development and will not be returned.

Mail one copy of the completed application and all supporting materials to:

Catholic Campaign for Human Development Director
Diocese of Lansing, Department of Catholic Charities
300 West Ottawa Street
Lansing, Michigan 48933-1577

Description of CCHD Local Grants

Provides small grants to local organizations addressing poverty issues in our communities.

Applicants must provide program goals and objectives.

Criteria

1. The project must be governed by a 501(c)3, not-for-profit organization.
2. CCHD funds will not be granted to organizations that would utilize it to fund other organizations.
3. The organization for which funding is requested must conform to the moral teachings of the Catholic Church.
4. Clearly demonstrate how poverty will be impacted by the initiative.
5. Project must primarily benefit people within the geographic boundaries of the Diocese of Lansing or demonstrate solidarity with the poor in the United States.

Projects not meeting CCHD criteria

1. Projects controlled by government (federal, state, local), educational bodies, or political parties.
2. Research projects, surveys, planning and feasibility studies related to research, etc.
3. Projects which have been operating for several years on funds from other funding agencies.
4. Individually owned, for-profit businesses.

Funding Priorities

1. Applicants connected to faith based community or community based organizations including a parish or organization belonging to the Catholic Diocese of Lansing.

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Contact Person _____
Proposed Project Title _____
Organization _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____

1. Briefly describe your organization's history and purpose.

2. Describe the project for which CCHD funding is requested.
Is this project presently in operation? ____ Yes ____ No

3. Funding and self-sufficiency:
 - A. What is the total cost of the project? \$ _____
 - B. What amount would be requested from CCHD? \$ _____
 - C. Have you applied for funds from National CCHD? \$ _____
 - D. How much funding has been raised for this project? \$ _____
List amounts and sources:

 - E. Anticipated amounts and sources of support for project (grassroots, foundations, Church, other). Do not include CCHD funding.

4. Identification of Poverty you are addressing:
 - A. Briefly state the circumstances of poverty you are addressing.

 - B. Specifically, how will this initiative address poverty for your target audience?

 - C. What is your plan for follow up and assessment?

5. If applicable, list the most significant accomplishments that the project has achieved.

6. The project's objective for the project year:
 - A. List the objectives for developing your organization or program.

7. Identify the names of your Board Members and their affiliations.

If you wish to provide additional information about your project, you may attach no more than one type written page.