



## CATHOLIC SOCIAL TEACHING TO INFORM AND INSPIRE

### **I. Diocese of Lansing Catholic Social Teaching Mini Grant:** To Inspire and Inform

The Catholic Social Teaching Mini Grant program seeks to fund endeavors and programs that will equip the faithful to understand and to put Catholic Social Teaching more fully into practice in the Diocese of Lansing. As a diocese, we seek to respond - in truth and in love - to the growing number of social concerns, including the sanctity of human life, the dignity of the person, religious liberty, marriage and family, poverty, solidarity, and care for creation. To that end, this mini grant program will fund programs that address these issues in light of Catholic Social Teaching, giving priority to catechesis that will advance the faithful's understanding and practice of Catholic Social Teaching within the diocese. Individuals may apply for these funds on the behalf of parishes, schools, or other established Catholic entities within the Diocese of Lansing.

Here are the conditions for receiving a Mini Grant:

1. Applications (see below) may be submitted any time and will be considered on a rolling basis until funding runs out.
2. All completed applications will be reviewed by the Diocesan Commission on Catholic Social Teaching at the meeting immediately subsequent to the receipt of the application, and applicants will be promptly notified of the Commission's decision.
3. The Commission requires that all materials and talks that are part of a Mini Grant faithfully reflect the Church's Magisterium.
4. The Grant will take the form of reimbursements, which will be dispensed after receipts have been submitted.
5. Approved applicants are required to submit a follow-up report within 30 days of the completion of the program/event. (See below)

## II. Mini Grant Application

A completed Mini Grant Application will include (1) The information below, and (2) A Letter of Support from the Pastor.

Contact Information Name: \_\_\_\_\_

Parish/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Case Statement Please describe, in detail, the program or event you would like funded. Please be sure to fill out every section.

Title of Proposed Event / Program: \_\_\_\_\_

Where and when will this event or program take place? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What principle(s) of Catholic Social Teaching will be addressed? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How would this project involve catechetical formation on relevant principles of Catholic Social Teaching? How will they be addressed (readings, discussion group, speaker, etc.) Please be specific. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will it involve opportunities to put these principles into practice? Please describe. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Who will be involved in this program/event? How many people do you anticipate? How will you promote your event? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you plan to offer any follow-up opportunities to this program/event?

If so, please describe. \_\_\_\_\_

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Budget Total Amount Requested: \_\_\_\_\_

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Please provide an itemized budget, below or attached. \_\_\_\_\_

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Additional comments Please tell us anything else you would like us to know about your proposed program / event. \_\_\_\_\_

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**Please send completed application to:**

Mr. Michael Andrews, Chancellor Diocese of Lansing  
228 North Walnut Street  
Lansing, MI 48933-1122

Or the materials may be emailed to Diocesan Chancellor Michael Andrews at  
mandrews@dioceseoflansing.org

**III. Follow Up Report And Reimbursement Form**

Please fill out the form beginning on the next page. It must be **submitted by the approved grant applicant within 30 days** of the completion of the program/event for reimbursement.

**DIOCESE OF LANSING CST EVENT FOLLOW UP REPORT & REIMBURSEMENT FORM**

(Please note: Only pre-approved expenses for your event will be reimbursed. Please refer to approved application and attach receipts that correspond with those items. Scanned forms and copies of receipts will also be acceptable. Please Email to Michael Andrews at mandrews@dioceseoflansing.org or postmark within 30 days of completed event.)

Date: \_\_\_\_\_

Event Name: \_\_\_\_\_

Parish/Location of Event: \_\_\_\_\_

Approximate Attendees: \_\_\_\_\_

Please share a brief overview of how successful your efforts were to educate and inspire attendees/things you might change in the future/other insights that might be of use moving forward:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If a recording of the event is available for viewing, please include a link to it below.

\_\_\_\_\_

Payment Information: (Please note: event expenses should run through the parish/approved organization. Please include pay stubs/copies of receipts in the space below or attach to e-mail as pdf documents. We can not reimburse cash payments without proper receipts.)

Below, please summarize the receipts with description, amount and total for all reimbursements line 11

Description of Item:	Amount of Reimbursement:
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. Total for all Reimbursements:	_____

For further questions, please contact: Michael Andrews at mandrews@dioceseoflansing.org