



PONTIFICIUM OPUS A PROPAGANDA FIDEI

Secretariatus Internationalis

Via di Propaganda 1/c

00187 Roma, Italia

**APPLICATION FOR EXTRAORDINARY SUBSIDY
FROM THE WORLD MISSION SUNDAY SOLIDARITY COLLECTION**

REGISTRY AREA

(Please read the fifth page before filling out the form in CAPITAL LETTERS)

PROJECT TITLE: *

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Location of Project *

Application type: * First time Renewal of request Relocation of the Budget Correction of request

(Indispensable requirement ONLY for new constructions) I affirm and declare that this project has received any and all permissions to proceed with the construction from the civil authorities? **YES**

APPLICANT

Title: * (Rev., Msgr., Fr., Sr. Mr., Ms.)

First name: * **Last name:** *

Address: *

District: **Code:** **City:** *

Country: *

Email: * **Email 2:** **Telephone:** *

Name of Supervisor of the Project: **Email**

(If it is not the same person as the applicant)

Religious Congregation or Institute:

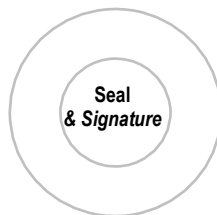
Diocese or Ecclesiastical Circumscription: *

Signature and seal of the local Ordinary

Signature and seal of Papal Representative

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Date

Date

* Obligatory fields to be filled out.

PROJECT DEVELOPMENT AREA

Project description *

(Brief summary of the project):

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Detailed Description:

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RECIPIENTS *

(Number of people served by the Project):

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BUDGET OF THE PROJECT *

SPECIFICATION OF EXPENDITURE

LOCAL CURRENCY

US\$ / EUR

Details of the approximate cost (walls, roof, windows etc.)

1.		
2.		
3.		
4.		
5.		
	(Please include a Bill of Quantities) Total Cost	

FINANCING PLAN OF THE PROJECT

LOCAL CURRENCY

US\$ / EUR

Local contribution:* <i>(NB: The local contribution must be equivalent to at least 15% of the total cost of the project.)</i>		*
Other organization involved in the project: a) Amount Requested from:		
b) Granted Amount from:		
Have you received assistance for this project from our Society in the past? If so, please state:		
I) Date and amount:		
II) Date and amount:		
Amount requested from the Pontifical Society for the Propagation of the Faith:*		

N.B.- The sum of the Financing Plan must be equal to the Total Cost of the project.

DEVELOPMENT * AREA

PROSPECTS OF SELF-FINANCING

How will you support and maintain this project in future?

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Participation in the Universal Solidarity Fund of the Society *
(Indicate the specific amount contributed to the Fund last year)

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CHECK LIST OF REQUIRED DOCUMENTS

- Recommendation by the Bishop *
- Detailed estimation of Costs *
- Construction plans*
- Picture
- Events and programming / Other

CONCLUSION

REQUIRED

Please have the form signed for approval by the Bishop, who will forward it to the Apostolic Nuncio.

REQUEST FOR PUBLICATION OF PICTURES AND EXPLANATORY NOTES

The Project Applicant is encouraged to send pictures and explanatory notes relating to the project for publication on the website www.ppoomm.va, the terms and conditions of which are fully understood and acknowledged. Any picture will be taken in compliance with the relevant legislation and will have no artistic merit, nor pursue any commercial or financial objectives. The pictures will provide a record of what is achieved as a result of the funding received from the Pontifical Mission Societies' and their publication is for the information and knowledge of the benefactors, the local population and the general public for whom they will constitute a historical record. The Project Applicant will take the pictures, and waives any reward of any kind for the benefit of the project.

DECLARATION ON THE PROJECT'S COMPLIANCE WITH THE PRINCIPLES OF THE PONTIFICAL MISSION SOCIETIES AND PROTECTION OF WORKERS

The Project Applicant herein states that he or she will act loyally and in good faith in the management of the project for which he or she has applied for funding. He or she will develop equitable relationships, fair and respectful of the employees and suppliers; and will put in place safe working conditions and ensure a healthy environment. He or she also declares that transparency will be ensured when reporting by providing information tailored to the level of understanding of the recipients and ensuring the coherence of all activities with the principles of non-discrimination on the grounds of nationality, religion, race, sexual identity, political opinions, personal and social conditions; respect for human dignity, morality and ethics; respect for vulnerable groups, women, the best interest of children under 18, people with disabilities; equal opportunities and respect for privacy, private and family life, honour and reputation of all participants, especially of vulnerable groups.

Date:

Place:

Signature of the Applicant:*

NOTES

- The Propagation of the Faith was founded in order to help young newly formed Churches with their Evangelization programs, so we cannot accept school, health or other social projects.
- A Person must be designed and responsible for the management of the Project at the site.
- The Form must be signed by the Applicant, the Person in Charge and the local Ordinary.
- When a project contains multiple buildings, each building of a compound must be presented individually in a subsidy request application form. Requests not conforming to this norm will be rejected
- If money has been given for a previous phase of the Project then an Official Report Form with photos of the work accomplished in the previous phase must be filled out and send to the POPF before further funding for the same project can be considered.
- In accordance with Art 64 of the PMS Statute, please immediately acknowledge receipt upon arrival of the subsidy. Upon completion of the project, an official Report Form must be filled out and send to the POPF. Both are essential for accountability and future fundraising.
- These funds can never be directed to other program costs or uses. (Can.1267 §3).

IMPORTANT

All Projects should include a **detailed Bill of Quantities** and, if the project involves construction, a **simple sketch** of the intended structure.

All projects over US \$ 30,000.00, should also include a **certified architectural plan**, if the project involves some construction.

All projects over US \$ 70,000, should also include co-financing so as to guarantee its completion. If the project is to be carried out in various phases, the cost for each phase, as well as a financing plan and any grants received for that phase should be indicated.

All Projects over US \$100,000.00 should normally be presented in two or three phases and include a financing plan indicating the feasibility of completing the project. Each phase must be presented individually and specifically, with a new subsidy request application form. Such a new request must demonstrate how money received has been used for previous phases and show that previous phases have, in fact, been completed.

- The extraordinary subsidy granted by the Superior Council of the Pontifical Society for the Propagation of the Faith, after examining the request, represents a contribution, with the local Church's funds for the realization of a project.
- The Society for the Propagation of the Faith does not guarantee continuing subsidies for other phases of a project.
- This application form, properly completed in all its parts, must be countersigned with the approval of the local Ordinary and must be sent through the Papal Representative to the General Secretary of the Pontifical Society for the Propagation of the Faith (Via di Propaganda 1/C - 00187 ROMA, Italia) where it must arrive on or before 15th December.

Please give a copy of it to the National Director of the PMS in your country.



Funds for Projects are contributions from the combined offerings of World Mission Sunday, which was established by Pope Pius XI in 1926 and is celebrated annually on the penultimate Sunday of October. The Holy Father saw this initiative as a means to "foster understanding of the greatness of the missionary task, encourage zeal among the clergy and the people, and offer an opportunity to make the Society for the Propagation of the Faith ever more widely known and encourage offerings for the missions." World Mission Sunday is a day set aside for all of us to respond to the Holy Father's request for solidarity amongst Catholics and to recommit ourselves to the Church's missionary activity through prayer and sacrifice. Pope St. John Paul II, said that it "is an important date in the life of the Church, because it teaches how to give: as an offering made to God, in the Eucharistic celebration and for all the missions of the world" (RM 81). He also said: "The offerings that are collected are destined for a common fund of solidarity distributed, in the Pope's name, by the Society for the Propagation of the Faith, among the missions and missionaries of the entire world." Every year the needs of the Catholic Church in the Missions grow as new dioceses are formed and because of the growing number of people seeking to hear the message of Christ. That is why the involvement and commitment of Catholics from around the world is so urgently needed. Offerings from Catholics in your Parish and Diocese, on World Mission Sunday and throughout the year, are combined with offerings to the Propagation of the Faith worldwide. Requests are submitted for assistance, for catechetical programs, the work of Religious Communities, for communication and transportation needs, and for the building of chapels, churches and pastoral centers. These needs are matched with the funds gathered in each year.

"To love without measure...without end." The Venerable Pauline Marie Jaricot – who in 1822 had the intuition and initiative to found the Society for the Propagation of the Faith – understood her vocation to be that of a missionary of the love of God.
She came to believe that **"to truly help others is to bring them to God."**