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*Gospel Fund*

**Atlantic-Midwest Province  
School Sisters of Notre Dame**

*The Spirit of the Lord had anointed me  
to bring glad tidings to the poor,  
to proclaim liberty to captives,  
recovery of sight to the blind,  
and to let the oppressed go free.  
(Luke 4:18)*

*As members of an international congregation,  
we recognize our obligation and opportunities  
to develop a world vision and a sense of global responsibility.  
Our internationality challenges us to witness to unity in a divided world;  
to discover unsuspected ways of sharing what we have,  
especially with the poor and marginalized.  
(Your Are Sent C26)*

Purpose: The Gospel Fund of the Atlantic-Midwest Province is established for the purpose of assisting in the financing of projects whose goals are consistent with our congregational mandate to reverence all creation and make the concerns of the poor our own.

Criteria:

1. As SSNDs we are "especially sensitive to youth and women and are impelled to prefer the poor" (YAS C24). "A particular concern of all our ministries is the establishment of a just society" (YAS GD33). Therefore, priority will be given to projects that address these concerns.
2. We will support projects which are consistent with our goals and endorsed by a member of the Atlantic-Midwest Province of the School Sisters of Notre Dame.
3. An organization will receive funds only once in a fiscal year, July 1 - June 30. Once funded, it will then be necessary to wait two fiscal years before reapplying for a Gospel Fund grant.
4. Only applications received by the due date will be considered.
5. No later than one year from receiving a grant, recipients must submit a report of how the funds were used. Status of reports will indicate eligibility for further funding.
6. Ordinarily, \$5000 will be the maximum amount granted to any one project in a fiscal year.

Process:

1. A Gospel Fund Committee consisting of:
  - one member of the Provincial Council
  - the Director of the JPIC/SHALOM Office
  - five additional members of the Atlantic-Midwest Province, who serve three year terms,will review all applications, and make decisions about the disbursement of funds.
  
2. This committee will meet two times a year to make decisions and distribute funds.
  
3. Applications are available through any member of the Atlantic-Midwest Province or by contacting:

Cheryl Fameli	<a href="mailto:cfameli@amssnd.org">cfameli@amssnd.org</a>	203-762-3318	Ext. 3649
Ethel Howley, SSND	<a href="mailto:ehowley@amssnd.org">ehowley@amssnd.org</a>	203-762-3318	Ext. 3639
Arlene Flaherty, OP	<a href="mailto:aflaherty@amssnd.org">aflaherty@amssnd.org</a>	203-762-3318	Ext. 3647
Allyn Horton, SSND	<a href="mailto:ahorton@amssnd.org">ahorton@amssnd.org</a>	410-377-7774	Ext. 1197
  
4. After each meeting a report concerning the funds disbursed will be published on the website of the Atlantic-Midwest Province.
  
5. The due dates are March 1<sup>st</sup> and October 1<sup>st</sup>.

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*Gospel Fund*

**Atlantic-Midwest Province  
School Sisters of Notre Dame**

Date Application is Submitted: \_\_\_\_\_

**1. Organization Requesting Funds**

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Amount Requested: \_\_\_\_\_

\*\* Applications must be completed and submitted on time.

A complete application includes 3 items:

- Responses to all (9) sections listed below
  - Financial statement of the organization requesting funds as listed in #8 •
- Letter of SSND endorsement as listed in #9, if you are not a member of the Atlantic-Midwest Province

On time means that the complete application is in the Wilton Office on or before the deadline date. If you send it by the US mail, we need eight (8) copies by the deadline. If you send it electronically, it will be forwarded to each Gospel Fund Committee member.

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## 2 Description

Please describe the specific need for which funds are being requested. Why is this project necessary?

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### **3. Goals**

Please describe how you anticipate meeting these needs.

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#### **4. Allocation of Funds**

Please describe the specific allocation of funds.

#### **5. Population Served**

Please give us information about the age, ethnic composition and socio-economic status of the population to be served.

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## **6. SSND Mission**

As SSNDs we are "especially sensitive to youth and women and are impelled to prefer the poor" (YAS C24). "A particular concern of all our ministries is the establishment of a just society" (YAS GD33). Therefore, priority will be given to projects that address these concerns.

Please describe how your project focuses on these concerns.

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## **7. Vision and Principles**

As a congregation we are striving to integrate the vision and principles of Pope Francis' encyclical Laudato Si in all our endeavors. In light of this, please include how your project will reverence earth and support our planet's sustainability?

## **8. Financial Statement**

All applicants are required to complete the one-page financial statement included in this application. If you would like to submit financial information IN ADDITION TO the one-page statement, you are encouraged to do so.

## **9. Endorsement**

Please include a letter of endorsement from a member of the Atlantic-Midwest Province of the School Sisters of Notre Dame.



Name of Project: \_\_\_\_\_

**Statement of Activities**

*(Single Period)*

For the period of \_\_\_\_\_ through \_\_\_\_\_

<b>Revenues:</b>	
Grants	
Sales Gifts	
Donations - Unrestricted	
Donations - Restricted	
Interest	
Other	
<b>A) Total Support &amp; Revenues</b>	

**Program Expenses:**

Salaries	
Benefits	
Rent	
Project Supplies	
Office Supplies	
Utilities	
Maintenance	
Travel	
Miscellaneous	
<b>B) Total Program Expenses</b>	
<b>A - B = Increase in net assets from operation</b>	

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**Deadline: October 1<sup>st</sup> and March 1<sup>st</sup>**

Submit electronically to  
**cfameli@amssnd.org**

*or*

Please mail eight (8) copies of your application to:

Gospel Fund

Cheryl Fameli  
JPIC Office  
345 Belden Hill Road  
Wilton, CT 06897  
203-762-3318

Further information is available from:

Arlene Flaherty, OP  
203-762-3318 ext. 3647  
aflaherty@amssnd.org

Ethel Howley., SSND  
203-762-3318 ext. 3639  
ehowley@amssnd.org

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