



The Spirit of the Lord is upon me, therefore, he has 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. (You 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. The four criteria listed below are derived from two main sources of our SSND mission priorities: *You Are Sent* (YAS), the Constitution and General Directory of the School Sisters of Notre Dame, and [Love Gives Everything](#), the Directional Statement from the SSND 24th General Chapter, 2017.

As School Sisters of Notre Dame, we are

1. “especially sensitive to youth and women” (YAS C24);
2. “impelled to prefer the poor” (YAS C24);
3. concerned “in all our ministries for the establishment of a just society” (YAS GD33);
4. called to “educate, advocate, and act in collaboration with others for the dignity of life and the care of creation” (Love Gives Everything). The School Sisters of Notre Dame are also a [Laudato Si’ Congregation](#).

Gospel Fund Application Process:

Applicants are asked to indicate how your project will integrate three of the four criteria listed above in the application form. Projects which are consistent with our goals will be considered. All applications must be endorsed by a member of the Atlantic-Midwest Province of the School Sisters of Notre Dame; that endorsement should be sent with your application.

An organization may receive funds only once in a fiscal year (July 1-June 30) and may not apply for or receive another Gospel Fund grant for two more fiscal years. The maximum amount granted to any one project is \$5,000 in a fiscal year.

Recipients must submit an online report of how funds were used no later than one year after the receipt of grant funding. This reporting form can be found here:

https://atlanticmidwest.org/files/gf_report_form.pdf

Applications must be received electronically by 12:00 noon on or before March 1st or October 1st to be considered for that funding cycle. Late applications will not be considered. All applications should be submitted to: GospelFund@amssnd.org

The Gospel Fund Committee reviews all applications and makes decisions about the disbursement of funds. The Committee consists of one member of the SSND Provincial Council, the Director or Assistant Director of the Justice, Peace, and Integrity of Creation (JPIC) Office, and five additional members of the Atlantic-Midwest Province who serve three-year terms. The committee meets in March and October of each year to make decisions and distribute funds. A report of the distribution of funds is published on the website at www.amssnd.org.

ENTIRE FORM WILL BE FILLABLE. INFORMATION LEFT BLANK WILL PROHIBIT THE SUBMISSION OF THE APPLICATION.

Please complete all fields of the application form. A complete application includes all sections of the form, including the financial information for the organization and the specific project in #6 using the template provided, and a letter of SSND endorsement as listed in #5. All eligible applications received on or before noon on March 1st or October 1st will be given consideration.

Organizational Information

Name of Organization: _____

Contact Person: _____

Mailing Address:

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Grant Amount Requested: _____

Check Payable to: _____

1. Organization and Project Description

Please provide some background information on your organization, including a website if available. What is the mission of your organization? What population/s does your organization serve (e.g., age, ethnicity, socio-economic status)? Is the project you are seeking funding for a new project or an ongoing project? What needs does this project seek to address?

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2. Project Goals

Describe three specific goals for this project that will meet the needs you described in #1.

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3. Allocation of Funds

How specifically would grant funds from the Gospel Fund be used for this project?

4. SSND Mission

Please describe how your project will address and focus on three of the four SSND criteria listed below. Identify by “a, b, c, or d” which three criteria you have selected. Priority will be given to projects that address these concerns.

- a. Shows sensitivity to the needs of “youth and women” (YAS C24);
- b. Gives preference to serve “the poor” (YAS C24);
- c. Demonstrates concern “for the establishment of a just society” (YAS GD33);
- d. “Educates, advocates, and acts in collaboration with others for the dignity of life and the care of creation” (*Love Gives Everything*).

5. Endorsement

Please provide the name of the Sister who is a member of the Atlantic-Midwest Province, that will provide a letter of endorsement.

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6. Financial Statement

Using the template, provided in the pages following, please complete a financial summary of your organization as a whole, and the budget for the specific project for which you seek funding. Please do not attach additional financial information.

When the application is complete, you will be able to review the whole application before you hit the submit button. You will receive an email to confirm that your application has been received.

TOTAL ORGANIZATION Financial Information:

Please include in this section revenue and expenses pertaining to your overall Organization.

Organizational Revenue:	
Grants	
Sales	
Gifts	
Donations-Unrestricted	
Donations - Restricted	
Interest	
Other	
Total Organization Revenue	

Organizational Expenses:	
Salaries	
Benefits	
Rent	
Project Supplies	
Office Supplies	
Utilities	
Travel	
Miscellaneous	
Total Organization Expense	

TOTAL PROJECT Financial Information:

Please include in this section ONLY revenue and expenses pertaining directly to the project to be funded by your Gospel Fund request.

Proposed Project Revenue:	
Grants	
Sales	
Gifts	
Donations-Unrestricted	
Donations - Restricted	
Interest	
Other	
Total Proposed Project Revenue	

Proposed Project Expenses:	
Salaries	
Benefits	
Rent	
Project Supplies	
Office Supplies	
Utilities	
Travel	
Miscellaneous	
Total Proposed Project Expense	