

## Purpose

We assist individuals, groups, and agencies to correct diverse forms of injustice by offering grants which help the disadvantaged improve their lot, protect the environment, or help communities understand these needs.

The Commission also fosters the social conscience of the friars of Our Lady of Consolation Province through the dissemination of information and other appropriate means.



*Please note due to limited financial resources, the Commission is not able to fund all applicants that meet the criteria and guidelines. Generally, the maximum grant for one year is \$10,000. Funding will normally be for one year, but can be renewed for a second year when circumstances warrant.*

The St. Francis Fund  
Friar Tom Smith OFM Conv.  
Holy Cross Friary  
600 Holy Cross Road  
Mesilla Park, NM 88047

## The St. Francis Fund



Administered by the Commission on  
Justice, Peace, and the  
Integrity of Creation.



Conventual Franciscan Friars  
Province of Our Lady of Consolation

[www.FranciscansUSA.org](http://www.FranciscansUSA.org)

## Required Outline for Proposals

### 1. Description of the Agency:

- a) Describe history and goals.
- b) Who administers funds and directs work?  
(Provide resumes of key staff describing professional qualifications and chief tasks.)

### 2. Objectives of the Initiative:

- a) Outline major needs the initiative is designed to address.
- b) State the specific objectives that will be accomplished during the period of the grant.
- c) Describe how the objectives of the proposal relate to the goals of the Commission.
- d) Describe specific activities to achieve each stated objective.
- e) Outline plans for ongoing evaluation.
- f) What criteria will be used to judge success of the project?
- g) What are the long-range objectives and follow-up for the project?

### 3. Budget:

- a) Describe and explain the principle budget items.
- b) What other sources of funding are available for the same project?
- c) Who is responsible for keeping the financial records and to whom is she/he responsible?
- d) If approved, where would the money be sent? This should be an American entity or an organization that can be verified.

***Those who receive funding must submit a financial report at the end of the fiscal year or upon completion of the project showing how the grant was utilized.***

Proposals and requests for funds should be sent at least six months prior to need.

**Grant requests must be submitted in two forms.**

**One copy must be sent via email to:**

Friar Tom Smith -Thomasa1226@gmail.com

**Hard copy must be sent USPS to:**

The St. Francis Fund  
ATTN: Friar Tom Smith OFM Conv.  
Holy Cross Friary  
600 Holy Cross Road  
Mesilla Park, NM 88047

## Criteria and Guidelines for Funding

### We are looking for:

- promising innovations attacking root causes of injustice by effecting institutional change (such as modification of existing laws and policies, establishment of alternative structures, or redistribution of decision making powers)
- services leading to these changes
- creating a focus on the need for such change

### In general, preference will be given to projects which:

- serve larger numbers of people
- generate cooperation among diverse groups
- foster a more integrated and understanding society
- have the potential to become self-funded within timelines established in the proposal
- call for 'seed money' or 'matching money' and present documentation that other sources will commit their share of funding for the initiative
- capacity building grants for organizations owned and operated by minorities whose primary mission is to serve those same communities
- projects which meet the above criteria and are easily replicated

### We do not fund:

- projects which have been operating several years solely from other funding agencies (this does not exclude new initiatives from otherwise previously funded organizations)
- initiatives controlled by government agencies (federal, state, or local)
- projects where a Conventual Franciscan Friar administers the requested funds, or is involved in a decision-making role that distributes this funding
- corporate ministries of the Province or Order
- projects where a member of the Province of OLC administers the requested funds, or is involved in a decision-making role that distributes this funding
- corporate ministries of the Province or Order
- projects which might jeopardize the exempt status of the Province
  
- examples of projects that have been approved are: Working to provide immigration assistance and make changes, Know Your Rights training, Safe Water, a School for victims of war in Sri Lanka, support for college education for people who will return to work for justice in Haiti

