



THE CATHOLIC FOUNDATION

YOUTH MINISTRY GRANT GUIDELINES

If expenses exceed revenues/support by 10% or more, please explain how the difference will be offset. The Youth Ministry Grants were formed in response to the desire from parishes who want to have access to youth ministry programs. In partnership with the Diocesan Office of Youth & Young Adult Ministry, limited funding through The Catholic Foundation is available to support a new or expanded program. The YM Grants have a primary focus on engaging middle through high school-age youth at the parish level and encouraging their continued faith formation. The following guidelines must be followed when applying for these grants.

ELIGIBLE APPLICANTS

Only parishes in the Diocese of Columbus are eligible to apply and be funded.

GRANT REQUIREMENTS

This 4-Year grant is for a new (or expanded to) full-time Youth Minister based on a \$50,000 annual budget for salary and benefits with decreasing levels of support. Parishes will be required to fund the position in its entirety in the fifth year, including a budget plan to sustain the position full-time for 5 years after the grant ends. The 4-year grant funding is as follows:

- 80%: \$40,000 awarded the first year
- 67%: \$33,500 awarded after review and receipt of the interim report
- 33%: \$16,500 awarded after review and receipt of the interim report
- 16.5%: \$8,250 awarded after review and receipt of the interim report

Only one application per parish may be submitted, and collaboration among parishes is encouraged.

- Collaborating parishes should each apply for the amount which they will be responsible on an annual basis, not to exceed the maximum \$50,000 base.

Applications must be approved by the pastor/administrator of the parish.

The primary responsibility of this full-time position must be Youth Ministry.

Parishes with populations that may not yet warrant a full-time position may assign other forms of Faith Formation responsibilities.

- Adult parish ministries, parish religious education, RCIA and other evangelization efforts are examples consistent with the original intent.

All grant-funded Youth Ministers must work with the Youth & Young Adult Ministry Office to become certified catechists and Youth Ministers by the end of the grant's fourth year.





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FUNDING

Grants are based on a \$50,000 annual budget to include salary and benefits.

- Grants are funded over four years with an interim report due at the end of each year.
- The grant application must include a budget plan to sustain the position full-time for 5 years after the grant ends. The grant applicant acknowledges The Catholic Foundation and the Diocese of Columbus are not responsible for the funding subsequent to approved grants.
- Approval of this multi-year project does not guarantee funding for subsequent years if requirements of the grant are not followed.
- Before funds will be disbursed to the grantee, the signed original grant agreement must be on file at the Foundation.
- Funding will be released with proper documentation of the hire.
- The Foundation reserves the right to rescind the grant if the grantee changes the purpose of the grant from the original purpose as stated or allows the funds to expire.

APPLICATION PROCESS

Applications are available online to every pastor/administrator and other designated personnel

- All required documentation will be completed through The Catholic Foundation's grants website.
- All formal correspondence will be with the designated Application Contact Person through the online grants account and email. Technical support is encouraged as needed by contacting the Foundation by phone.
- Applications are available on The Foundation website, <http://grants.catholic-foundation.org/>

Please do not send any additional paperwork, or submit more than one application for any one parish

- Supporting paperwork will be requested if needed.
- Only one application will be accepted from a parish or parish collaboration.
- Application requirements may not be submitted by mail, fax, email, or hand delivery.

Deadline for application submission shall be NOON on the designated day

- Applications are made available for approximately 4 weeks.
- All applications submitted successfully will be emailed a notification.
 - If no email is received upon saving or submitting an application, please contact the Foundation.
- No applications will be accepted after the deadline.
- Each applicant will be informed by email if the application has or has not been awarded a grant.





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Interim Reports must be SUBMITTED BY NOON on the designated Friday deadline

- All reporting must be submitted in order to receive continued funding.
- The Grant Agreement will be sent soon after the award notification.
- Grant checks will be released only upon an executed grant agreement and any other documents requested are on file at The Catholic Foundation.
- Supporting documentation such as receipts or estimates may be required at that time.
- All documents must be signed by the pastor/administrator.
- No reports will be accepted after the deadline.

Contact Information:

The Catholic Foundation
Director of Grants and Community Impact
257 East Broad Street | Columbus, OH. 43215
(614) 443-8893 or (866) 298-8893
www.grants.catholic-foundation.org



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