

## FOREIGN CHARITIES MINISTRY

### REQUEST FOR PROPOSAL

#### **MISSION STATEMENT [this section should be drafted to fit what your ministry does]**

The Foreign Charities Ministry (“Ministry”) seeks to share the vitality of Christ’s love by reaching out to impoverished children in mission countries through education, funding and prayer. Accordingly, we issue grants to legitimate non-profit charitable organizations that meet the criteria of the applicable laws of the United States. The grants vary in amount based on available funds that are raised primarily by \_\_\_\_\_. To date, we have supported foreign charities in amounts ranging from \$\_\_\_\_\_ to \$\_\_\_\_\_. You are invited to submit proposals that conform to our Request for Proposal (“RFP”) priorities and specifications which are set forth below.

We have no particular submission date deadlines, but review proposals as they are submitted to us.

#### **FUNDING PRIORITIES [this section depends on your mission]**

Ministry is willing to support a variety of projects that fit within its Mission Statement. In particular, we are interested in the following:

- t Scholarships for disadvantaged children from elementary school through high school (12<sup>th</sup> grade);
- t Capital improvements to buildings that house educational and other support activities for disadvantaged children, such as classrooms, board and care facilities, counseling offices;
- t Service programs that develop or enhance children’s security, health and welfare, such as homeless outreach, vaccination programs, physical and mental rehabilitation training for abused and disabled children.

#### **REVIEW CRITERIA [this section is recommended for use as is]**

Ministry will review proposals using the following criteria —

The proposed projects must:

1. Accord with the principles and vision of the Roman Catholic Church;
2. Meet one or more of the Funding Priorities;
3. Provide a fact-based assessment of the needs that will be met;
4. Present a proposal plan that describes the project’s activities, including: (a) goals; (b) brief description of the entity making the proposal; (c) location of project; and (d) personnel involved;
5. Identify the number of persons affected by the proposed project and how the impact of the project on the people is measured (in other words, what plan do you have to evaluate the success of your project);

6. Demonstrate a commitment to fiscal responsibility and a willingness to provide financial reports to Ministry;
7. Provide a realistic budget and budget justification;
8. Provide official documentation proving non profit charitable status in your home country, such as your organizational charter, bylaws, tax reporting documentation, official affiliations with other entities; and
9. Use the grant application forms. The application should be no more than 5 pages, double spaced, not counting any attachments such as brochures, photographs, testimonials.
10. Any other relevant supporting materials.

The proposals must be written in English.

Send to:

Ministry