

Operation Rice Bowl
Hunger and Poverty Alleviation
Diocese of Jefferson City
APPLICATION for FUNDING

Send one (1) copy of the proposal you wish to be funded to:

Barbara Ross
Operation Rice Bowl
PO Box 104900
Jefferson City, MO 65110-4900

The deadline for submitting proposals to the Diocesan office is July 1 of the current year.

ORB will consider proposals requesting funding of not less than \$500 and not more than \$4,000. Grants awarded may be less than the amounts requested and there is no guarantee that a project subsequently will be re-funded. Funding is awarded on an annual basis.

Organization refers to the incorporated entity, the umbrella organization, or the sponsoring agency of an initiative/project.

Typically, notification of funding status will be sent no later than August 15 of the current year.

FAILURE TO PROVIDE REQUESTED INFORMATION MAY RESULT IN NO FUNDING.

Requests for funding should be no more than three typed pages, but also may include attachments, exhibits, maps, letters of recommendation, etc. whenever necessary. Please do not submit more than a total of eight pages of documents.

I. PROJECT TITLE

Name or title that will identify the organization and/or project. It is helpful to include the region, county, or community in which the project/organization will function.

II. APPLICANT AGENCY

Submit name and address of the group or organization requesting assistance. Phone numbers, e-mail addresses, and names of officers or contact people should be included. Include whatever information is necessary to make direct contact with the organization.

Indicate if your organization or project is incorporated, non-profit, or tax-exempt (if so, is it a 501(c)(3) or a 501(c)(4) or has a 501(c)(3) been applied for but not obtained?). If a fiscal agent is used, please identify it.

III. ASSISTANCE REQUESTED and JUSTIFICATION OF NEED

Provide a statement of the total amount and kind of assistance requested and the nature of the activities the aid will support. Describe the situation the project/work will address. Details should include when funding is needed and for how long a period the aid will support or supplement the project. Describe how this project/work will address hunger and or poverty alleviation.

IV. CHARACTERISTICS OF PROJECT, COMMUNITY AND ORGANIZATION

Briefly state goals and objectives, geographic area to be served, number and characteristics of people expected to be served, kind of staff--professional, paid and/or volunteer-- and what services they will provide for the project or organization.

Tell what income level you use to define poverty in your community. Include the source/s from which you draw your definition of poverty.

V. CONDUCT AND ADMINISTRATION

Describe how the organization is structured. If your group or organization has a board of directors list members of the policy-making board, board of directors or advisory board and give a brief biographical sketch of each, their term of office, how they were chosen, (elected or appointed).

Very briefly describe how personnel are selected, give brief details of services or activities they provide, and give locations or sites of service.

VI. BUDGET FOR THE ALLOCATION OF ANY FUNDS REQUESTED

Provide a well-organized budget. The amount of detail and refinement in the budget categories should be appropriate and fitting for the particular project/organization. If you are requesting partial funding, you are asked to show the entire budget. If you are asking for funding of an organization project, you must show both the project and the organization budgets. If you are seeking aid from other agencies, list them and show the amounts requested and/or received.

VII. CERTIFICATION

Provide a brief statement by a responsible party that the applicant agency has and will have the capacity to perform as indicated in the application, and that all the information given in the application is correct and true. The statement should conclude with the signature and official title, office, or position of the person making the certification.

PURPOSE OF OPERATION RICE BOWL

Operation Rice Bowl is the official Lenten Program of Catholic Relief Services. For over 30 years, Operation Rice Bowl has called participants to pray with their families and faith communities; fast in solidarity with those in hunger; learn about our global community and the challenges of poverty overseas, and give sacrificial contributions to those in need. Since its beginning Operation Rice Bowl has raised more than \$160 million to fund development projects that improve peoples' ability to access food around the world and in local diocesan communities in the United States. Today, more than 14,000 faith communities across the United States participate in Operation Rice Bowl as a way to respect human dignity and foster solidarity with the poor around the world.

Operation Rice Bowl has served as a tangible way for Catholics in the United States to connect in solidarity with our brothers and sisters overseas for more than 30 years. Seventy-five percent of Rice Bowl proceeds go to Catholic Relief Services and help fund development projects designed to increase food security in communities in over 40 countries around the world. Twenty-five percent of the ORB funds stay in the Diocese of Jefferson City and are used to fight hunger and provide poverty alleviation locally.