



## Vincentian Solidarity Office

### VINCENTIAN SOLIDARITY OFFICE PRE-APPLICATION FORM

#### A. Introductory Information

1. Are you a member of the Congregation of the Mission? (*The VSO only funds members of the Congregation of the Mission.*)

Yes       No

2. Does your Provincial or Superior know about this pre-grant application?

Yes       No

3. Will your Provincial or Superior endorse the grant application if selected to complete the full application?

Yes       No

#### B. General Information

1. Name of organization requesting funds:

2. Name of contact person , Title of contact person

3. Address of contact person:

4. Email:

5. Project title:

6. Category from which you are requesting funding:

**a. Social Development Projects**

- Clean water and sanitation
- Quality education (*no scholarships*)
- Environmental sustainability and climate action
- Clean energy
- Health care and well-being
- Decent work and economic growth
- Supporting vulnerable populations
- Other, please explain:

**b. Pastoral Projects**

- Equipment for pastoral use
- Construction/ renovation for pastoral use
- Pastoral training/ programs
- Vehicle for pastoral use
- Other, please explain:

**c. Congregational Projects**

- Equipment for formation use
- Construction/ renovation for formation use
- Vehicle for formation use
- Other, please explain:

**C. Project Purpose**

1. Describe the project including activities and objectives. What problem or need does this project address? How did you determine the need for this project?

2. Describe the people who will benefit from achieving the objectives of this project:

3. What immediate or long-range results do you expect from this project? How will you measure whether the project is successful?

**D. Financial Information:**

1. Amount requested:

- Under \$5,000 USD
- \$5,000 USD- \$20,000 USD
- \$20,000 USD- \$50,000 USD
- \$50,000 USD- \$100,000 USD

2. Briefly explain the intended use of the requested grant. *(Please note, the VSO cannot fund school scholarships, salaries, operating costs, and humanitarian aid.)*

3. If the amount awarded is less than the amount requested, would you still be able to continue with your project? Please explain.

4. Can you provide a local contribution of at least 10%? (This can include things such as donated materials, volunteer labor, and other “in-kind” activities.)

- Yes       No

5. Have you applied to the Curia to fund this project?

- Yes       No

6. Have you applied to another funding agency to fund this project?

- Yes       No

If yes, who is the funder?

7. What is the status of the application?

- Approved    Rejected    Pending

**E. Past Grants from Vincentian Solidarity Office**

1. Have you received funding from the VSO in the past five years?

- Yes                       No

If yes, in what year(s), what was grant for, and what was total amount awarded.

2. Do you have any outstanding reports or incomplete projects? Please explain.

3. Do you have any pending applications with the VSO? Should this application be addressed first?

**F. Child Protection Policy**

1. Does this project include any contact with minors?

- Yes     No

2. Does your province, vice province, or mission have a child protection policy?

- Yes     No

3. What measures does your province, vice province or mission have in place to protect minors?