**Grants Distribution Policy**

# Objectives of the Catholic Caring Foundation

The Catholic Caring Foundation exists to assist families, children and individuals suffering from the effects of poverty. The Foundation provides contestable funding to

Projects/services that strengthen or support families and communities both short-term and long term.

We accept applications from community groups working in this area without prejudice, irrespective of religious beliefs, gender or ethnicity.

Our goal is to ‘give a hand-up, not a hand-out’. We particularly support smaller organisations making a big impact in their communities.

The Catholic Caring Foundation is one of the faith-based managers for the Tindall Foundation. Our grants are awarded for sums **up to $15,000**.

## Contestable Funding

Each year the Catholic Caring Foundation opens a contestable fund for community agencies. We fund organisations who are most aligned to our objectives of assisting families, children and individuals suffering from the effects of poverty.

# Application Process

Step 1:

Please check our application eligibility criteria before completing our application form.

Step 2:

Please check our list of funding exclusions. (See below.)

Step 3:

Download our application form.

Step 4:

Please supply all supporting documents. We don’t accept incomplete applications. ***See check list***

Step 5:

Please email your completed application form, together with all your supporting documents to [info@caringfoundation.org.nz](file:///C:\Users\kareno\Desktop\info@caringfoundation.org.nz) or post to Catholic Caring Foundation, Private Bag 47 904, Auckland 1144.

Step 6:

You will be notified if your application has been successful in **early July in the year you have submitted your application**.

Step 7:

Payments to successful applicants will be made in **mid-July in the year you have submitted your application**.

# Application Eligibility Criteria

In your application, please show the following:

* That you are a registered charity. Please supply your charities commission registration number.
* That your organisation’s goal and objectives align with the objectives of the Catholic Caring Foundation.
* Why there is a need for the service or programme for which you are seeking funding.
* That you are not duplicating an existing service. (If there is a similar service please show how your service differs.)
* Whether your project/service that you are applying for gives **immediate** or **long-term** solutions or both.
* Whether your project/service is urban or rural.
* If you work with other agencies that receive funding from Catholic Caring Foundation. Please supply their contact details.
* That any previous funds from THE CATHOLIC CARING FOUNDATION have been spent and accounted for according to your previous application.

Applications will only be considered up to the value of **$15,000**. (Please do not apply for funding in excess of this amount.)

## Exclusions for funding

The following exclusions apply for funding:

* Conferences and travel
* Personal or professional development
* We do not accept applications from individuals ONLY charitable organisations.

## Grant disbursement dates

 Funds will be available for successful applications **from mid-July in the year of your application.**

## Confidentiality

 Funding decisions remain confidential to the Catholic Caring Foundation, Grants Committee and Board. A Foundation representative will be available to discuss your application in need.

## Accountability reporting

All successful applications are subject to an accountability reporting process. The Accountability Report can be requested from our office or download from our website.

The accountability form needs to be returned by the **end of February in the year following** your successful submitted application e.g. grant recipient July 2015 accountability due February 2016.