 **Archdiocese of Indianapolis**

 **Corrections Ministry**

 **Request for Funding: Print Materials for Distribution**

**What is this form?**

 *When a parish (or group of parishes) wishes support from the Archdiocese for materials for distribution (e.g., books, Bibles or other religious print materials) at a jail or prison, they should work with the Coordinator of Corrections Ministries to complete this “Request for Funding” template.*

 *It will be submitted to the Coordinator of Corrections Ministries, who will review and then send to a subcommittee of the Corrections Committee for review and input. Upon review, a non-binding recommendation will be made to the Director of Pastoral Ministries of the Archdiocese. Unless there are substantive issues, it is expected that the applicant will incorporate feedback and answer questions prior to funding.*

**Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Parish(es)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Contact information: Name, email, and phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**If funded, check should be made payable to:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Project Brief Detail**

*1. Provide a brief overview, including a brief description of the work, and the expected impact of using the print materials.*

*2. Why is funding necessary?*

*3. If these materials support a specific program, please provide information on results of that program including any results you have had within your own work.*

*For example: “Program X has demonstrated significantly lower rates of recidivism nationally (National Academy, 2017). We began using this program two years ago and our data, while slightly lower at 80%, are still well-above the state average”.*

*3. Provide detail on your initial thinking on any partners, if any.*

*For example: does a parish support part of the existing print materials or work in the jail/prison?*

*4. Explain your budget request.*

*For example: $196 requested for purchase of 28 Bibles at $7.00 each.*

*5. Provide detail on the timeline for the work: include anticipated timeline for spending funds, timeline for achieving results.*

*For example: It is anticipated that books and materials will be purchased by June, 2017, and distributed as part of a prison retreat in August.*

*6. Provide your initial thinking about how to share your work with colleagues in the Archdiocese.*

*For example: Posting on Archindy Corrections Facebook page, submitting information for inclusion on Archindy Corrections website, presentation at parish meetings, etc.*

*Please submit to:*

*Lynne Weisenbach,*

*Coordinator, Corrections Ministries*

*Archdiocese of Indianapolis*

*(Preferred) Electronically via Email:* *lweisenbach@archindy.org*

***Or****: Hard copy –*

*Above @ 1400 North Meridian Street*

*Indianapolis, Indiana 46202*

*December, 2017*