

## The Pastoral Mission Fund

### About us...

The Pastoral Mission Fund was established in 1982 to assist missionary sisters and priests of parishes and indigenous orders with religious projects directly related to evangelization and strengthening of the Roman Catholic Faith. Funding is allocated for programs at the parish level. Through this ShareLife funded agency allocations are made in support of missionaries working at a grass-roots level in the following Developing Nations:

Africa, Asia, South America, Oceania, and Haiti.



*"Thou shall open thine hand wide to they brother, unto they poor, unto they needy." — Deut. 15:11*

An Allocations Committee administers the Pastoral Mission Fund. Members are 'returned' missionaries and representatives of the Roman Catholic Church in Toronto who volunteer their time and services. The Committee meets three times a year to review applications, approximately every:

Q1 - March

Q2 - July

Q3 - November

Project proposals should be submitted a minimum of 6 months prior to an allocation meeting to allow for processing. Projects with specific timelines must appear on an agenda that allows for an allocation (if awarded) to be processed prior to the start date of project.

If an allocation has been granted, please allow a minimum of 8 weeks for payment processing.

Our year end deadline is October 15. Proposals received after this date will be considered for funding for the following year.



### Pastoral Mission Fund

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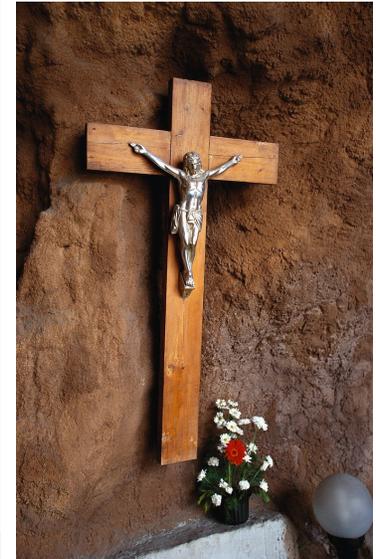
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 ShareLife

A ShareLife Funded



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## The Pastoral Mission Fund

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*"How can they hear  
without someone  
preaching to them?"*

-- Romans 10:14

## PASTORAL MISSION FUND



### How to Apply...

Applications are accepted in the form of a written project proposal, in English, for projects or programs directly related to pastoral - evangelization (religious) work at the parish level (not the Diocesan level). The project proposal must outline the following:

- ◆ project purpose & objectives
  - ◇ details on what the project entails
  - ◇ justification for the project
  - ◇ whom it benefits
  - ◇ how it fits within pastoral-evangelization
  - ◇ details on what will be covered in any lectures, workshops and/or seminars being held
  - ◇ a complete list of titles of any religious education materials/books to be purchased
- ◆ project timelines
- ◆ detailed budget breakdown
- ◆ local contributions and/or financial aid sought from other agencies
- ◆ applicant name
- ◆ parish & diocese
- ◆ religious congregation or order (if applicable)
- ◆ email and complete postal mailing address
- ◆ date and signature

Along with the application we require:

- ◆ Written endorsement in English of the Ordinary of the Diocese wherein:
  - + the funds will be spent
  - + the project takes place

The 'Ordinary Endorsement Letter' must refer within the letter to the project that is being submitted and must bear an original signature, (not an electronic signature) of the Ordinary. All Ordinary Endorsement letters are subject to verification.

The Ordinary, as the endorser for the project is responsible

for receipt and distribution of funds for the purpose intended in the original application and ensuring that the applicant returns the necessary documents to us by the deadline.

We do not accept photocopied, faxed or emailed applications and endorsements. All documentation must be dated for the year in which applied. We do not provide multiple year funding for projects or roll projects over from year to year.

### Eligibility...

Eligible projects include :

- ◆ religious programs, lectures, seminars and training courses
  - ◇ spiritual animation
  - ◇ faith formation
  - ◇ marriage/family course preparation
  - ◇ the strengthening of Catholic values
  - ◇ training of lay people or catechists to lead effective prayer services and prepare the faithful for sacraments
  - ◇ purchase or creation of religious education materials; Bibles
  - ◇ public address system and E-communications tools
  - ◇ purchase of a motorcycle for priests and nuns or bicycles for catechists to enable travel to remote villages
- ◆ special consideration for one-time projects to dig clean water wells on parish property in areas where the parish community must otherwise travel vast distances to find water for drinking and cooking

### Ineligibility...

Ineligible projects include but are not limited to:

- ◆ Non pastoral-evangelical and socio-economics projects
  - ◇ agricultural: animal husbandry, livestock, farming
  - ◇ disaster relief
  - ◇ humanitarian relief
  - ◇ construction
  - ◇ purchase of 4-wheel vehicles (buses, cars, vans, trucks etc), vehicle repairs, tires, fuel
  - ◇ musical instruments
  - ◇ furniture
  - ◇ liturgical items: vestments/clothes, chalices, ciborium, statues, rosaries;
  - ◇ sports items
  - ◇ libraries: non religious books

- ◇ medicine
- ◇ payment of annual fees for the maintenance or formation of minor seminarians
- ◇ formation for international orders & congregations
- ◇ conferences or retreats
- ◇ education: bursaries, scholarships, or subsidies for youth or teachers or lecturers, school fees or school supplies
- ◇ HIV/AIDS programs: large scale or outside church teaching
- ◇ mass stipends or mass intentions
- ◇ projects requesting funds above the maximum of \$5,000 Canadian dollars
- ◇ projects spanning multiple diocese
- ◇ projects submitted from non-compliant\*\* Dioceses



*"My House Shall be called a house of prayer for all nations."*  
— Isaiah 56:7

### Allocations...

An allocation of up to a maximum of \$5,000 can be awarded. Motorcycles, bicycles or other have predetermined amount restrictions. Funding to any Diocese is limited to a total amount of \$15,000 CAD per calendar year. Allocations may be in full or in part at the discretion of the Allocations Committee. Amounts, if awarded, are paid directly to the Ordinary or Diocese only, then disburses it to an applicant.

\*\*Recipients and their diocese must comply with the Canada Revenue Agency regulations.

Conditions of funding include the return of:

- ◆ the Acknowledgement of Funds form
- ◆ a Project Completion Report which includes:
  - ◇ written documentation indicating use of the funds
  - ◇ details on any items purchased
  - ◇ photocopies of receipts or paid invoices
  - ◇ photographs of the project

Non-compliance of these requirements will prevent the funding of future projects to dioceses and its parishes

If a project is cancelled or not carried out, the full allocation amount must be returned to PMF along with an explanation.