



## Project/Program Grant Form

*When the project or program is in a Provincial Vicariate, the Vicar Provincial is to provide all the necessary information below. The application will only be considered when this form is accompanied by a letter of recommendation from the vicariate's Prior Provincial/Vice-Provincial.*

*All requests for program/project grants are due no later than September 1<sup>st</sup> or March 1<sup>st</sup>. The board of Spem Miram Internationalis will review only fully completed requests. A response from Spem Miram Internationalis will be forwarded to you after the meetings of the Plenary Sessions of the General Council in November and May. For assistance, please contact fr. Krzysztof Popławski, OP, at [SpemMiram@op.org](mailto:SpemMiram@op.org). Thank you for your application.*

### **Contact Information:**

Province/Vice-Province/Vicariate: \_\_\_\_\_

Provincial/Vice-Provincial: \_\_\_\_\_

Address: \_\_\_\_\_

City/State or Province: \_\_\_\_\_

Country: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Tel. \_\_\_\_\_

### **Project/Program:**

Location: \_\_\_\_\_

Time Period: \_\_\_\_\_

Please concisely describe the essential elements of the project/program and how it supports the mission of the Order? (You will be asked to append a detailed, more lengthy project/program description below.)



What amount of financial assistance (**in Euros**) are you requesting from the *Spem Miram Internationalis*?

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If the financial assistance is different than the balance needed above, please explain.

Is this amount for one year or more than one year? Please explain.

What is the timeline for this project to become self-sustaining?

If the project is a new building or the renovation of an existing building, please answer the following questions:

1. Does your entity own the land where the building is situated?

Yes                  No

2. Does your entity own the existing building that will be renovated?

Yes                  No

3. If you are constructing a new building, will it be owned by the entity?

Yes

No

If you respond no to any of these questions, please explain the owners of the land and/or buildings:

Any Other Comments:

**Signature:**

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Prior Provincial/ Vice-Provincial/Vicar Provincial:

Please, Print Name: \_\_\_\_\_

Date: \_\_\_\_\_  
(dd/mm/yyyy)

**Append to this application:**

Letter of Recommendation from the Prior Provincial/Vice-Provincial. The letter is to include an indication that there has been a consultation with the provincial council.

Letter of Recommendation from the Vicar Provincial when applicable

The entire budget for the project/program with supporting documents (invoices of cost of materials, purchase of land, etc.). Please include a financial plan (how the province will pay for the project) for projects especially if the project is over € 250.000,00. Supporting documentation for the budget is necessary.

The detailed descriptive plan for the entire project/program that includes its duration, costs per segment and total costs, sustainability, etc. If the project is a building, then also submit its architectural drawings and its purpose as part of the mission and charism of the Order. Also, if the project has already begun, there is to be a clear presentation of what stage the project has achieved and what part of the budget has already been completed.