

**CONGREGAZIONE DELLA MISSIONE
CURIA GENERALIZIA**

Via dei Capasso, 30
00164 Roma – Italia

Tel. (39) 06 661 3061
Fax (39) 06 666 3831
E-mail: cmcuria@cmglobal.org

Rome, 30April 2012

TO all the Visitors and Vice-Visitors of the Congregation of the Mission

My dear Confreres:

May the grace and peace of the Risen Lord be with us forever!

I write to introduce and enclose the annual letter from Fr. Robert P. Maloney, C.M., on behalf of the Commission for Promoting Systemic Change announcing grants totalling \$100,000 (USD). These funds, made possible for the fifth consecutive year through a generous grant from a foundation, are earmarked for members of the Vincentian Family who are interested in starting or directing projects with the poor that promote systemic change.

One of the main outcomes from the 2010 General Assembly of the Congregation of the Mission was the decision to promote Systemic Change as a viable strategy for our apostolic endeavors. This goal is one we confreres willingly share with all members of the Vincentian Family so we can continue to be “good news” for the poor. Please study the criteria, procedures, and format for submitting a project proposal, and consider taking part in this worthwhile project.

As you know, I often travel to countries and continents to meet with confreres, Daughters of Charity, and members of the Vincentian Family to experience how they live out the charism of St. Vincent de Paul. Thus far in 2012, I have been to Vietnam, Papua New Guinea, the Solomon Islands, Greece, Macedonia, Kosovo, Albania, Canada, the USA, and Latin and Central America. I am continually edified and energized by the wonderful work done by Vincentian Family members to promote our charism. The grants offered by the Commission for Promoting Systemic Change provide another opportunity to serve the poor in a lasting and significant way. Please join me in continuing to entrust our efforts to Jesus, the Evangelizer of the Poor, and his Mother Mary, Our Lady of the Miraculous Medal.

Your brother in St. Vincent,



G. Gregory Gay, C.M.
Superior General

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March 25, 2012

To those responsible for various branches of the Vincentian Family:

Laurence de la Brosse,	President, AIC (1617)
Fr. G. Gregory Gay,	Superior General, Congregation of the Mission (1625)
Sr. Evelyne Franc,	Superioress General, Daughters of Charity (1633)
Michael Thio,	President, Society of St. Vincent de Paul (1833)
Fr. Philippe Mura,	Superior General, Religious of St. Vincent de Paul (1845)
Yasmine Cajuste,	President, Vincentian Marian Youth (1847)
Fr. Juan Bautista Iborra,	International Coordinator, Association of the Miraculous Medal (1909)
Rosa Momesso de Castro,	President, MISEVI (1999)

My very dear sisters and brothers,

May the peace of the Lord be with you in this Lenten time!

I am writing today to announce the offer of the 2012 start-up grants for systemic change projects. This is the fifth consecutive year in which a foundation is offering us \$100,000 to help begin systemic change projects. The foundation has asked the Commission for Promoting Systemic Change to work out the details about how the grants will be awarded.

I am attaching a list of the criteria that the Commission will use for deciding which projects will receive the grants, as well as the procedure and calendar to be followed as members of the various branches apply.

Please feel free to communicate the attached information about this year's offer to your members in any way that you judge appropriate. As you see in #5 of the procedures described below, members should not apply directly to the Commission. Rather, the international head of each branch will receive the applications from the members of his or her branch, will evaluate them, and will select up to three applications. We ask that the head of each branch then send these applications, by email, to the following address: startupgrants@gmail.com. It is important that they be sent by email by September 1st. I will then forward them, for evaluation, **to the members of the Commission, who, as you know, are Rev. Norberto Carcellar, CM, Sr. Ellen Flynn, DC, Rev. Joseph Foley, CM, Mrs. Patricia Nava, AIC, Rev. Pedro Opeka, CM, Rev. Mr. Gene Smith, SSVP, and I.**

With you, I pray that the Lord will bless the poor through this offer which the foundation has so generously made.

Your brother in St. Vincent,



Robert P. Maloney, C.M.

START UP GRANTS FOR SYSTEMIC CHANGE PROJECTS

Criteria for Giving the Start-Up Grants

1. The grants will be given to projects that:
 - a. **Involve the poor** themselves, including the young and women, at all stages: the identification of needs, planning, implementation, evaluation and revision.
 - b. **Have a holistic vision, addressing** a series of basic human needs – individual and social, spiritual and physical – especially needs like jobs, health care, housing, education, and spiritual growth.
 - c. **Place particular emphasis on self-help and self-sustaining** programs that have a special view toward addressing the root causes of poverty.
 - d. **Foster transparency**, inviting participation in preparing budgets and in commenting on financial reports, while promoting good money management and maintaining careful controls over the use of assets.
 - e. **Construct a shared vision with diverse stakeholders:** poor communities, interested individuals, donors, churches, governments, NGOs, the private sector, unions, the media, international organizations and networks, etc.
 - f. **Are new or introduce a new, systemic change approach** into an already-existing project.
2. **Collaborative projects** involving several branches of the Vincentian Family will be viewed favorably when evaluating the proposals submitted.
3. The grants will *not* be given for:
 - a. Projects that focus only on the relief of immediate needs (good though such projects may be).
 - b. The ongoing costs of already existing projects.
 - c. Applications which do not address a number of the criteria above.

PROCEDURE AND CALENDAR TO BE FOLLOWED IN APPLYING FOR START-UP GRANTS

1. The members of the Commission for Promoting Systemic Change are sending out a letter to the *international heads* of various branches of the Vincentian Family, announcing that, once again, a foundation is willing to offer start-up grants for systemic change projects.
2. Attached to this letter are the criteria for judging who will receive these grants. Information about the procedure to be used in applying for the grants is also attached to this letter, as well as a calendar.
3. These grants will be for up to \$100,000.
4. Proposals will be received from the following branches of the Family anywhere in the world: AIC, the Congregation of the Mission, the Daughters of Charity, the Society of St. Vincent de Paul, AMM, JMV, MISEVI, and the Religious of St. Vincent de Paul.
5. Each of the international heads of the family will inform the members of his or her branch about the funds and will send them the information about how to apply. Subsequently, the head of each branch will receive applications from the members of that branch, will evaluate them, and will select up to three applications. **Individual members should not send applications directly to the Commission.** Rather, they should send their applications to the international head of each branch, who will select up to three applications and will forward them, by email, to the Commission for Promoting Systemic Change.
6. Joint proposals that are submitted by various branches of the Vincentian Family which are working together will also be welcomed. In that case, they should be sent to Fr. Joseph Agostino, CM (agostinojv@gmail.com). He will submit them to the Vincentian Leadership Commission, which will choose up to 3 projects and will forward them to the Commission for Promoting Systemic Change.
7. The Commission should receive the applications from the heads of the branches of the Family no later than Sept. 1, 2012. Though the applications submitted to the heads of the family may be written in a variety of languages, we ask that the (up to) three applications which the heads of the Family send to the Commission be translated into English.
8. After that, the Commission will meet and will make a decision about which proposal(s) will receive the start-up grants. It will also decide how many grants will be given in 2012; for example, one grant for \$100,000, or two grants for \$50,000 each, or four grants (\$25,000), etc.
9. The announcement about which proposal(s) will receive the grants will be made in the latter part of October 2012. At that time, the recipient(s) will be asked to supply further details about how the money might best be transferred.
10. After their systemic change project has been functioning for six months, the grant recipients will submit an interim evaluation of the project, explaining how the grant has been used until that time. After the project has been functioning for a year, the recipients will submit a final evaluation, explaining how the grant has been used. A form for these evaluations will be provided when the grant is awarded.

**FORMAT FOR SUBMITTING A PROPOSAL
ASKING FOR A START-UP GRANT**

Please submit no more than 7 pages, plus the budget, as follows:

PAGE ONE - Contact Details [one page]

Please include:

- Name of applicant
- Branch of the Vincentian Family to which the applicant belongs
- Position in the Organization (e.g., president of local SSVP conference)
- Address
- Telephone
- E-mail
- Name given to the Project (e.g., “Clean Water for Palo Alto”)

PAGE TWO – Summary [half page]

Summary of the proposal

PAGE THREE - Needs analysis [one page]

Statement of need; why is this project necessary?

PAGE FOUR - Project Plan [one page]

Project Description; how will the project be implemented?

PAGE FIVE – Finance - [one page summary, plus budget]

- What will the start-up costs be?
- In terms of money and personnel, how will the project continue in the future?
- What other funding sources are there for the project?
- How will the grant, if received, be used?
- Is there a time-line for the use of the money? When will it be needed?
- Please attach the overall budget.

PAGE SIX –

Evaluation [half page]

How, when, and by whom will the project be evaluated?

Governance [half page]

Please describe the Governing Structure of the project.

PAGE SEVEN - Systemic Change Criteria [one page]

How does the project meet the criteria given above (under the heading “Criteria for Giving the Start-Up Grants”)?