

FRANCIS FUND



The Francis Fund takes its name from the life and works of St. Francis of Assisi, the saint of spontaneous benevolence. This fund is available for learning outside of academic walls and extended learning periods. It is designed for those parishes and individuals in the Diocese of Greensburg seeking to find enrichment and inspiration.

As part of the Catholic Foundation of the Diocese of Greensburg funding for the Francis Fund is distributed to the diocese for the purpose of supporting the faith development of the laity and the enrichment of those engaged in various ministries throughout the diocese. We encourage persons involved in ecclesial ministries such as liturgy, catechesis (including Rite of Christian Initiation of Adults [RCIA], Catechesis of the Good Shepherd, marriage preparation and enrichment, teachers in Catholic schools), youth ministry, social ministries and ministries of care, business managers, and secretaries to request scholarships from the Francis Fund to further their growth and development in faith.

The Francis Fund offers scholarships of \$40-\$300 to cover registration fees for workshops, seminars, conferences, institutes, or similar educational/formational opportunities. The Francis Fund does not fund scholarships for degrees or other long-term certification programs.

In addition to individual scholarships, a parish or groups of parishes in a region may apply for grants to support the faith formation of young people and adults through programs in Scripture, theology, and spirituality or ministerial skills.

**Office of Faith, Family, and Discipleship
Diocese of Greensburg, Pennsylvania**

**FRANCIS FUND
Individual Scholarship Guidelines**

For Youth Events that are all inclusive (i.e. Steubenville, Catholic Heart Workcamp, Appalachia Workcamp, Manus Christi, Faith and Reason, etc) The Francis Fund will fund up to half of the total cost of the registration fee, however, no more than \$300.

1. Scholarships of \$40.00 to \$300.00 will be made to registered and active parishioners of a parish in of the Diocese of Greensburg who wish to register for courses, conferences, or seminars that will enhance their professional competency, spirituality, or enrichment, and may need financial assistance to attend the event. The scholarship may be applied up to 100% of registration fees only. The Francis Fund expects that the individuals and local parish community will manage expenses associated with travel, meals, or accommodations costs. This parameter will allow the Francis Fund to support the greatest number of scholarship applications.
2. Scholarship applications must be received together with your registration form on the first business day of January, March, May, July, September, and November.
3. The Francis Fund will pay scholarship funds for registration fees directly to the sponsoring organization on behalf of the individual recipients. It is not the policy of the Francis Fund to reimburse individuals any registration fees.
4. Scholarship Applications should be accompanied by a letter from the Pastor explaining the financial need of the applicant, attesting to the applicant's regular and active participation in the parish, and his support of the program they are attending.
5. An applicant is eligible to receive only 1 scholarship up to \$300.00 during any fiscal year of July 1st thru June 30th.
6. Scholarship funding will only be awarded to individuals attending programs that are consistent with the teaching of the Catholic Church.
7. Individuals attending programs that have received grants from the Francis Fund are ineligible to apply for scholarships.
8. Scholarship requests are presented to the Francis Fund Review Committee. The Review Committee will make recommendations of approvals for scholarship applications to the Administrator. The final decision rests with the Francis Fund Administrator.
9. Incomplete applications will not be forwarded to the Francis Fund Review Committee and will be returned to the applicant.

10. To be considered for future funding, a scholarship recipient must file a Reflection on the event attended before the next application deadline. The Reflection must be filed before they apply for a future scholarship.

11. If a scholarship recipient is unable to attend a program it is expected that the recipient will reimburse the scholarship amount to the Francis Fund. Scholarships are not transferrable from one individual to another. It is required, even if a substitute is found, that each individual scholarship application must be approved by the Review Committee and Administrator.

12. Both adults and youth attending youth ministry events inside and outside of the Diocese of Greensburg **must** use the Youth Ministry event scholarship application. Failure to submit the correct application will result in the scholarship being denied.

13. Adults applying for a scholarship to attend a youth ministry event **must** submit with their application a cover letter from the pastor, or person in charge of clearances at the parish, attesting that a copy of their Pennsylvania State Police Criminal History Check, Pennsylvania Child Abuse Registry Check, FBI Clearances, Virtus, Mandated & Permissive Reporting Training, and Diocese of Greensburg Pastoral Code of Conduct Sign-off are all on file at the parish. Include a copy of all of the above documents. **Failure to submit a complete application packet will result in the scholarship being automatically denied.**

14. Youth applying for a scholarship to attend a youth ministry event, who turn eighteen (18) and graduate from high school prior to the event, **must** submit with their application a cover letter from the pastor, or person in charge of clearances at the parish, attesting that a copy of their Pennsylvania State Police Criminal History Check, Pennsylvania Child Abuse Registry Check, FBI Clearances, Virtus, Mandated & Permissive Reporting Training, and Diocese of Greensburg Pastoral Code of Conduct Sign-off are all on file at the parish. Include a copy of all of the above documents. **Failure to submit a complete application packet will result in the scholarship being automatically denied.**

15. Youth applying for a scholarship to attend an event outside the diocese (including NCYC, Steubenville, and Manus Christi) are required to attend at least one in-house diocesan sponsored event within the past twelve months of the application.

16. The ratio of 1 adult to 7 youth is the norm in the Diocese of Greensburg for chaperones for youth ministry events. No matter the size of your group we will fund the first two adults, but we will not fund a third adult unless there are at least 15 youths. We will not fund a fourth adult unless there are 22 youths, etc.

Questions about the Francis Fund Scholarships should be addressed to the Office of Faith, Family, and Discipleship at 724-837-0901 or francisfund@dioceseofgreensburg.org

THE FRANCIS FUND

How to Apply for Scholarships

1. Download the application form from www.dioceseofgreensburg.org
2. Attach a copy of your registration form to your completed application and send into The Office of Faith, Family, and Discipleship, before the Application Deadline date.

Mail to:

The Diocese of Greensburg
Office of Faith, Family, and Discipleship
Greensburg, PA 15601

E-mail to: francisfund@dioceseofgreensburg.org

Fax to: 724-837-0857

3. You will receive notice by the 15th of the awards made month.

It is important to note that **anyone age 18 and over (and out of high school)** who will participate in an event with youth **must** have:

- ❖ Pennsylvania State Police Criminal History Report
- ❖ Pennsylvania Department of Human Services Child Abuse History Clearance
- ❖ FBI Criminal History Report with fingerprinting
- ❖ VIRTUS Training
- ❖ Mandated & Permissive Reporting Training
- ❖ Diocese of Greensburg Pastoral Code of Conduct Sign-off