



## **2018 Catholic Relief Services Rice Bowl Grant Program** ***Application Criteria and Guidelines***

The Rice Bowl grant program is sponsored by the local office of Catholic Relief Services (CRS) for the Diocese of Oakland. Funds for the grants come from the Lenten Rice Bowl program of prayer, fasting, learning and giving which is conducted in Catholic parishes and schools throughout the diocese each year. Seventy-five percent of the money raised is used by CRS for international humanitarian projects in developing countries, and twenty-five percent is kept locally, part of which is distributed within the diocese for local hunger alleviation programs.

Please follow the guidelines below when submitting your application:

1. Local Rice Bowl funds will be allocated to food programs such as soup kitchens and food pantries that are responding to hunger and food insecurity.
2. Rice Bowl funds will also be allotted to programs, projects or organizations that address the root causes of hunger, i.e., projects dealing with economic development, anti-hunger advocacy and organizing, etc.

Priority for funding will be given to programs and organizations that both provide food or other resources to alleviate hunger and address the root causes of the problem.

3. Priority for Rice Bowl funds will be given to programs, projects, or organizations that are supported primarily by community-based funding, such as from churches and small individual donations.
4. Grants are made on an annual basis and do not imply subsequent years of funding.
5. Those programs, projects, or organizations that receive Rice Bowl funds will be asked to submit a simple written report prior to being considered for funding the following year, explaining how the grant money was used.
6. Only programs, projects or organizations located in the Oakland Diocese (Alameda and Contra Costa Counties) will be considered for funding.
7. Organizations' activities must be consistent with Catholic moral and social teaching and with 501(c)3 rules regarding partisan political activity.

*CRS Rice Bowl Grant Application Guidelines (continued)*

8. Only in certain circumstances may Rice Bowl funds be used directly for salary expenses – such a proposal must be discussed with the Catholic Relief Services Diocesan Coordinator.
9. For applications made by a Catholic parish or parish program, the signature of a pastor, pastoral life coordinator, or parish administrator is required on the application, indicating his/her knowledge and approval of the grant application.
10. All decisions regarding grant applications and allocation of funds will be made by the Diocese of Oakland CRS Rice Bowl Committee.
11. The committee will consider grant requests up to \$1,000.
12. All questions on the application must be answered completely and the application must be signed and dated.
13. In order to increase participation in the Rice Bowl program, all grantees are urged to advertise Catholic Relief Services Rice Bowl program as co-funders of the project.
14. **The deadline for applications is Monday, September 17<sup>th</sup>, 2018.** Applications must be postmarked, e-mailed or hand delivered to the local CRS office located at Catholic Charities of the East Bay in Oakland by that date. Any applications submitted by e-mail must be sent on an account with a personalized e-mail address, if the application does not have a signature.

*If possible, please send a copy of the completed application as an e-mail attachment to Marc McKimmey, Catholic Relief Services Diocesan Coordinator, at the e-mail address below, in order to help facilitate distribution to the CRS Rice Bowl Committee.*

**To Obtain An Application Form:**

- Go to the local CRS webpage on the Catholic Charities of the East Bay's website at [www.cceb.org/crseb/](http://www.cceb.org/crseb/). Please note that the application is a fillable PDF that can be completed on your computer.
- Contact the CRS Diocesan Coordinator, via e-mail at [mmckimmey@cceb.org](mailto:mmckimmey@cceb.org), or by telephone at (510) 768-3176. Your organization may receive an application as an e-mail attachment or by U.S. Mail.

If you have questions about the application and/or guidelines, please contact the CRS Diocesan Coordinator at the telephone number or e-mail address above.