

AMERICAN MARTYRS CATHOLIC COMMUNITY

Parish Tithing Committee

Information and Application Instructions

Our Vision:

Recognizing that everything we have has been given to us by God, our vision is “to be a welcoming community, helping one another live holy lives in Jesus Christ.” As such, the Parish Tithing Committee is committed to ensuring that American Martyrs continues to receive God’s gifts gratefully and share them generously. We look to share His gifts with others in our parish community, in the greater faith community of our Archdiocese and Church, and with organizations whose mission is consistent with Catholic social teachings.

Tithing Funds Purpose:

- Supporting local area parishes, ministries and organizations which promote and directly outreach to the poor, and efforts to break the cycle of poverty; and,
- Supporting organizations whose mission is consistent with Catholic social teaching.

Priority of Tithing Funds Distribution:

- Local area Catholic parishes / ministries which promote the Stewardship efforts of their Diocese and Stewardship as a way of life;
- Local area Catholic organizations that have a nexus to American Martyrs;
- Local area projects that are discrete, stand-alone and/or one-time in nature;
- Other area Catholic parishes / ministries which promote the Stewardship efforts of their Diocese and Stewardship as a way of life;
- Other area Catholic organizations that have a nexus to American Martyrs;
- Other area projects that are discrete, stand-alone and/or one-time in nature.

Requests and/or Projects that will Not be honored:

- Projects that are dependent upon Tithing Funds for continued/continuing operation or long-term existence;
- Requests for funding of recurring general and administrative operating expenses, i.e.; rent, utilities, salaries, etc.;
- Requests for indirect operating expenses;
- Requests for funding of capital expenditures that do not directly benefit the population being served;
- Requests for funding of projects that are the beneficiaries of funding from other American Martyrs sources;
- Requests for funding of projects that are intended to be funded by Together in Mission.

Application Instructions:

All organizations seeking funding must:

- Submit a completed “American Martyrs Application for Tithing Funds”;
- Be a registered not-for-profit organization;
- Provide an Annual Statement, 501(c)(3) Certificate and/or Federal Tax ID Number;
- Provide current financial statements and/or most current tax return;
- Provide any additional supporting documentation that would assist the American Martyrs Tithing Committee determine the applicant organization’s eligibility for aid, or as may be requested by the Committee.

Application Deadlines:

Applications may be submitted at any time, however applicants may submit only one application per Pastoral Year [July 1 – June 30].

Submission deadlines for consideration during each Pastoral Year are: February 15, and September 15.

Notification of the outcome of each review is generally made within six [6] weeks of the Submission deadlines.

Application Submissions:

Applications are to be submitted electronically to: tithing@americanmartyrs.org

If electronic submission is, for a stated reason, not possible, applications may be mailed via U.S. Mail to: 624 15th Street, Manhattan Beach CA 90266, Attention: Tithing Committee.

Review:

The Tithing Committee will review the applications of each organization, contact organizations for further information as necessary and determine its recommendations for any distribution of Tithing Funds following each of the February 15 and September 15 submission deadlines.

Funding Recipients:

Organizations that are the recipients of Tithing Funds are required to provide an accounting of their use of the funds within six [6] months of the receipt of funds, as detailed in the notification correspondence provided.

American Martyrs Catholic Community
Application for Tithing Funds

Organization Information:

Name of Organization:

Denomination of Organization:

American Martyrs Sponsoring Organization [if any], including Contact Name and Phone Number:

Organization Full Address:

Organization Web URL [if any]:

Organization's Contact Individual:

Title:

Email Address:

Telephone:

Organization Mission Statement:

Brief Statement of Specific Project:

Organization Geographic Region of Service Delivery:

Amount of Aid Requested:

Total Project Budget [if applicable; attach copy]:

On behalf of your organization, please provide answers to the following questions:

1] *Has your organization previously applied for funding from this Tithing Committee?*

Yes No

If Yes, provide date(s) and outcome(s) of each application:

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2] *Describe your Organization's background and purpose.*

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3] *Describe the specific project for which you are requesting funding.*

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4] *Will this specific project require ongoing funding for continuation?*

Yes No

If Yes, what will be the source of the funding in the future?

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5] *What are the organization's goals for this specific project?*

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6] *How will the success of these goals be measured?*

7] *How many individuals are expected to directly benefit from this specific project?*

8] *Is the requesting organization partnering with any other organizations for this specific project?*

Yes No

If Yes, provide details.

9] *What are the organization's additional sources of financial support?*

10] *How does this specific project align with the stated mission and guidelines of the American Martyrs Catholic Community Tithing Committee?*

[Signature page follows]

The information provided in this Tithing Application, and all additional supporting material, is true and correct to the best of my knowledge and accurately reflects the specific need of the requesting organization for the specified project.

| _____
Organization Name

Printed Name of Individual Completing Application

Title

Date of Application

Signature of Individual Completing Application |

American Martyrs Catholic Community

Tithing Funds Application

Checklist

Organization Name:

Amount requested:

Completed Application	<input type="checkbox"/>
Statement that previous application in current pastoral year [July 1- June 30] has not been made	<input type="checkbox"/>
Mission Statement	<input type="checkbox"/>
Copy of IRS 501(c)(3) Certificate	<input type="checkbox"/>
Most current financial statement and/or most current tax return	<input type="checkbox"/>
Documentation to substantiate amount of funding requested in the application	<input type="checkbox"/>
Copy of budget for entire project, if different	<input type="checkbox"/>
Additional supporting documentation, if appropriate	<input type="checkbox"/>

Please include this completed checklist with your application