Criteria and Guidelines

Duchesne Fund for Ministry 2027

Introduction

As members of the Society of the Sacred Heart, an international congregation, we are committed to addressing the needs of those who suffer from injustice. Our Constitutions state: "Wherever we are sent, whatever our work may be, our lives will be inspired by the love of the Heart of Jesus…expressed in a thirst for working towards justice and peace in the world in response to the cry of the poor." (Constitutions §13) Members of this province serve people who are poor and marginalized in a variety of settings. In order to extend this service, the Duchesne Fund for Ministry was established to support RSCJ and those with whom we collaborate on projects which reflect Gospel values. Duchesne Fund for Ministry grants are awarded to projects serving people who are poor and marginalized within the United States. (The Society's International Solidarity Fund, Canadian Donation Fund, and some Network schools fund projects outside the United States.)

Rationale

Following the calls of the General Chapters of 2008 and 2016, the province collaborates with others to assist those who search for justice, those who seek meaning in their lives, and those who have been hurt, displaced, or excluded for reasons of poverty, violence, and destruction of the environment. Duchesne Fund for Ministry grants are awarded to:

Projects that benefit:

- women
- children
- young adults
- migrants and refugees
- undocumented persons

who suffer the effects of:

- poverty
- marginalization and abuse
- human trafficking
- homelessness
- environmental hazards
- racism
- violence

Criteria

All funded projects have an educational component.

In addition, a proposal must meet at least two of the following criteria:

- Addresses the needs of people who are poor and marginalized
- Provides programs for children and adolescents at risk
- Fosters in young adults social responsibility and compassion towards those in need
- Provides spiritual and human development opportunities for those who suffer abuse, oppression, and poverty
- Develops sustainable environmental practices
- Assists migrants, refugees and those who are undocumented

The following may also be taken into consideration by the Committee that will review the proposals:

- The number of persons served by the proposed project
- The extent to which the project addresses systemic change

Guidelines

1. As our funds are limited, priority is given to ministries that are **directly connected with the Society through an RSCJ, Associate or institution having a long-term relationship with the Society.**
2. Proposals submitted by an institution or agency in which no RSCJ or Associate is currently an employee, regular volunteer or on the Board must be endorsed by an RSCJ who has a working knowledge of the project. (See Endorsement Form).
   (**Please note**: An endorsement is NOT required if an RSCJ or Associate is currently an employee, regular volunteer, or on the Board of the applying institution or agency.)
3. Proposals must include evidence of **collaboration with other groups, funding from other sources, plans for on-going funding** as well as reflection and evaluation and a means of sharing the outcomes with the province. Grants that do not include this information will not be considered.
4. **Financial information must include a complete, *balanced* budget for the proposed project.** The budget will specify sources of income and types of expenses for the project. **Evidence of an audit, or the equivalent, is required to show that the organization is in good financial standing**. (If an audit is not required for your organization, please state why and attach financial statements showing Income/Expenses and Assets/Liabilities for the *entire* organization)
5. Grants are awarded for one year, and must be acted on in that year. (By August 31, 2025)
6. Grants for projects with the following conditions will not be considered unless otherwise specified:
   a. Programs that originate in other countries are not considered.
   b. Scholarship funds, capital improvements to buildings, major travel costs are not funded.
   c. Local transportation costs *may* be considered, but should **not exceed** 10% of the total request for funding.
   d. The application form, accompanied by the RSCJ endorsement form, where necessary, is sent to Lisa Terneus at the Provincial Office:

      Address:
      Duchesne Fund for Ministry Committee
      c/o Mrs. Lisa Terneus
      4120 Forest Park Avenue
      St. Louis MO 63108-2809
      E-mail: **lterneus@rscj.org**

      Deadline for applications: January 29, 2027
      (Extra material, such as brochures, will not help the application.)
7. If you received a grant from the Duchesne Fund last year and have expensed the funds already, please provide a Final Report of how that money was spent with your grant application. If the funds have not been totally expensed by January 24, 2027, please provide an Interim Report of expenses to date with this application. In this case, your Final Report is due no later than August 31, 2027. (All funding awarded in 2026 must be used by August 31, 2027)

The Duchesne Fund for Ministry Committee, named by the Provincial Team, meets in April to review applications and make recommendations for funding to the Provincial Team. Applicants are notified in May of grants awarded.