



BASILIAN HUMAN DEVELOPMENT FUND

CRITERION FOR ASSISTANCE

The program or project to be funded must be harmonious with a biblical vision of justice and peace.

PRIORITIES FOR ASSISTANCE

- Projects that go beyond helping people directly and are clearly designed to change systems to promote justice and peace more effectively.
- Projects that seek to empower the poor and marginalized and, when feasible, involve them in planning and executing the project.
- Projects that originate out of Basilian houses or institutions and/or in which individual Basilians are actively involved.

EDUCATIONAL PROJECTS

A proportion of the Fund, not to exceed 15% in any year, may also be distributed in assistance to educational projects which involve their participants actively in the promotion of peace and justice.

ADDITIONAL POSITIVE ELEMENTS

- It promotes involvement of participants and develops leadership.
- It is a new and creative initiative with reasonable hope of success.
- It has the potential to lift people out of poverty into financial independence.
- It can serve as a model worthy of being imitated in other places.
- It responds to a profound need and benefits significantly large numbers of poor people.

PROCESS IN DETERMINING AWARDS

The Superior General and his Council appoint five (5) Basilians as a committee to review the applications received and to make recommendations for awards. Members of the committee are not permitted to either sponsor or provide endorsement for any project.

The Secretary General issues applications to those who request. When the application is received at the General Administrative Offices of the Basilian Fathers in Toronto, a copy is forwarded to each member of the committee, and one copy of the application remains on file at the Administrative Offices.

In May of each year, the committee will meet to review the projects and make recommendations to the Superior General and his Council.

In June of each year, the Superior General and his Council receive and study the committee's recommendations. Based on the recommendations and any subsequent information, the awarding of funding is authorized. The Secretary General, by June 30th, informs all applicants of the decision made regarding their project and the Treasurer General issues and posts a cheque for the amount awarded by the Superior General and his Council.

HOW TO APPLY FOR FUNDING

1. **ONLY** the current year's version of the form provided by the Basilian Fathers and photocopies will be accepted.
2. Please respond as succinctly and concisely as possible to the questions in the application form.
3. Submit proof of tax-exemption with the application or a supporting official document indicating that the organization is not-for-profit.
4. Applications must be clear, complete and typed in English.
5. The application form must be received by April 1, 2019 for consideration. **No proposals will be accepted after this date.** Send the completed form to:
Ms. Rebecca Campbell, Secretary/Receptionist
Curial Office, Congregation of St. Basil (Basilian Fathers)
Email: rebecca@basilian.org
6. Assistance does not exceed \$10,000 Canadian dollars.
7. A current letter of endorsement from a member of the Basilian Fathers is required for each application.
8. If the organization has previously received funds from the Basilian Human Development Fund, then "Section 3: Assistance History" must be completed.
9. Assistance is in Canadian dollars. Funds for use outside Canada are paid in U.S. dollars at the rate of exchange the day the cheque is issued.
10. Basilian Human Development fund will not be awarded for construction/renovation of buildings or purchase of land. This applies to all projects regardless of geographic location of the project. The Canada Revenue Agency does not allow charities to fund such projects.
11. The Canada Revenue Agency requires that all non-Canadian entities approved for assistance must sign an "Agency Agreement" from the Basilian Fathers, **in the format provided**, prior to the disbursement of the monies.
12. The Canada Revenue Agency requires that a report on how the funds were used must be sent to the Secretary General by May 31 of the following year.