

AMERICAN MARTYRS CATHOLIC COMMUNITY

Application for Tithing Funds Information, Instructions, Checklists

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.

The primary purpose of the Tithing Funds includes:

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

The secondary purpose of the Tithing Funds includes:

- Supporting needy parishes, ministries and organizations whose mission is to minister to the poor with direct efforts to break the cycle of poverty; and,
- Supporting needy organizations whose mission is consistent with Catholic social teaching.

Requests for Tithing Funds must be for singular projects, or components of projects, that are discrete, stand-alone and one-time in nature.

Organizations seeking Tithing Funds must establish:

- that they are not dependent upon receipt of the Funds for continued or continuing operation, or their long-term existence;
- that funding is not for ongoing / operational expenses, i.e.; rent, utilities, salaries, etc.;
- that funding is not to support ongoing efforts;
- that the funds requested will have a direct and tangible impact on people in the community served

Distribution of Tithing Funds shall be made with the following priority:

- Organizations that have some connection or nexus to American Martyrs;
- Catholic parishes / ministries which promote the Stewardship efforts of their Diocese and Stewardship as a way of life;

All organizations seeking funding must [refer to Application Checklist]:

- 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.

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 latter of receipt of funds or project completion [refer to "Post Funding Checklist"]. Failure to provide the requested accounting may preclude the organization from receiving any future funding from the Tithing Committee.

Applications are accepted on a rolling basis with two deadlines for consideration each year: February 15, and September 15. Applicants may submit only one application per pastoral year [July 1 – June 30].

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.

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.

American Martyrs Catholic Community
Application for Tithing Funds

Organization Information

Name of Organization: [_____]

Denomination of Organization: [_____]

American Martyrs Sponsoring Organization, 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: [_____]

[_____]

Organization Geographic Region of Service Delivery: [_____]

Amount of Aid Requested: [_____]

Total Program or Project Budget [if applicable]: [_____]

Please provide answers to the following questions:

1] *Describe the Organization's background and purpose.*

[

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2] *Describe the specific project that will be the subject of the requested funds. How many individuals are expected to be served?*

[

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3] *How does the specific project align with Catholic social teaching and the mission and guidelines of the American Martyrs Tithing Committee?*

4] *How will this specific project continue in the future, and / or will it be expanded?*

5] *What are the organization's goals for this specific project? How will the success of these goals be measured?*

6] *Is the requesting organization partnering with any other organizations for this specific project? If Yes, provide details.*

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

The information provided in this application and all additional supporting materials is true and correct to the best of my knowledge and accurately reflects the need of the requesting organization.

Organization Name

Printed Name of Individual Completing Application

Title

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 applicable	<input type="checkbox"/>
Copy of budget for specific project, if applicable	<input type="checkbox"/>
Additional supporting documentation, if appropriate	<input type="checkbox"/>

Please include this completed checklist with your application

American Martyrs Catholic Community

Tithing Funds

Post Funds Receipt Check List

The following information shall be provided to the American Martyrs Catholic Community Tithing Committee within six (6) months of the latter of receipt of the Tithing Funds or completion of the specific project funded:

Organization Name:	
Amount Received:	
Full accounting of use of funds, including, but not limited to:	
Expense Itemization	<input type="checkbox"/>
Contracts	<input type="checkbox"/>
Plans / permits	<input type="checkbox"/>
Photographs	<input type="checkbox"/>

Please include this completed checklist with your post funds receipt submission.

Please note: Failure to **timely** provide the requested accounting will result in ineligibility to apply for / receive future Tithing Funding.