



## Office of Economic Solidarity

General Curia of the Capuchin Friars Minor

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### APPLICATION FORM FOR PROJECTS

*For Office Use Only*

Date received : .....

Prot. N° : .....

Date of Commission decision : .....

*Please send the completed form to :*

Br. Luis Eduardo Rubiano, OFM Cap,  
Office of Economic Solidarity  
Via Piemonte 70 — 00187 ROMA — Italia

#### GENERAL INFORMATION

1. A **detailed** description of the project must be given in a separate cover letter of 2-3 pages.
2. Please **type** (or print) your responses on this form.
3. Use a **separate application form for each project**, no matter how small it is.
4. All questions must be answered **here in full**, not simply referred to explanations given in the cover letter.
5. Projects applications are best processed when received in the **first six months** of any calendar year.

Continent City / town of the project

Country Diocese

Circumscription (*Province, Vice-province, Custody, Mission, Conference, Diocese, Congregation, others*): Please use the civil or geographic name.

Legal owner of the property / material acquired? *Please give its full official civil name and address :*

Applicant's name, address and telephone, fax and / or E-mail

Project's title :

Address of the project :

Type of project

1. Formation  Pastoral  Social  Other (specify):

2. Short description (a detailed description of 2-3 pages must be given in a cover letter):

#### PROJECT JUSTIFICATION

1. Why is this project important at this particular time ?

2. How does the project fit in the pastoral plan ?

### COST OF PROJECT

1. Total cost of the project :

– in local currency :

– equivalent in U.S. dollars :

US\$

*(Indicate the rate you use)*

2. Amount sought from the Office of Economic Solidarity

US\$

### FINANCIAL PLAN

1. Amount already received from the Curia for the same project :

US\$

2. Your own contribution (Province and/or Diocese) :

US\$

3. Local population's contribution :

US\$

4. Financial help already received for the same project from :

– Capuchin Provinces :

US\$

– Other organisation *(give list)* :

US\$

### ENCLOSED DOCUMENTS *(Check type of document)*

Detailed description

Letter of recommendation :

– Provincial Minister and Council *(for Capuchins)*

– Bishop *(for organizations)*

– Capuchin Provincial *(for Congregations and others)*

Detailed cost estimate

Financial plan

Project's master plan

Pictures

Other *(specify)*

Place

Date

Signature – Seal