

## **RELIGIOUS EDUCATION TRUST**

### **TERMS OF REFERENCE**

#### **ORIGIN AND DEVELOPMENT**

The Religious Education Trust (RET) was established in 1991 by the Diocesan Development Fund (DDF) and the Diocesan Insurance Fund (DIF) Board of Directors.

The initial corpus of the fund was provided by Bishop F. O'Grady and J. J. Rawleigh. Since then, the DDF/DIF have contributed substantially to the fund. The corpus of the fund is to remain permanent while the interest is to be made available to fund religious education/faith formation projects.

Donations may be made to either the corpus or the funds available for distribution.

#### **PURPOSE AND PRIORITIES**

Funds from the trust are to support and encourage new initiatives for religious education/faith formation in the diocese. Religious education/faith formation can include catechesis (adult, youth, child), theology, scripture, liturgy, social justice, lay formation, ministry formation programs and workshops, reflection days in parishes. The priorities established for the fund are:

1. Adult Religious Education; e.g. R.C.I.A., catechist formation
2. Initiatives for youth
3. Native catechesis and spirituality
4. Liturgical formation
5. Faith formation

#### **CRITERIA FOR FUNDING**

Financial partnership between:

1. Individual or group named in application
2. Parish, mission, school or diocesan agency
3. Religious Education Trust

## **RELIGIOUS EDUCATION TRUST FUND (cont'd)**

Projects funded are to be:

1. Beneficial to more than one individual (directly or indirectly)
2. Canadian in content whenever possible
3. Diocesan in nature:
  - Available to region or diocese
  - Shared in some form with others in the diocese
4. Educational in nature
5. Encouraging the development of lay ministry
6. Supportive of persons who have worked in the diocese and plan to continue to work in the diocese

Projects ineligible for funding include capital expenditures, parish missions, rental of facilities, personal retreats or salaries.

### **APPLICATION PROCEDURES:**

Application forms are available online ([www.pgdiocese.bc.ca](http://www.pgdiocese.bc.ca)), from the Chancery Office, parish, school or diocesan agency. All applications must be made by the parish, mission, school or diocesan agency and approved by the parish priest, parochial administrator, principal or supervisor before being submitted. Individuals cannot apply to the fund directly.

### **AWARDS:**

Twice each year (normally spring and fall) all applications are reviewed and a decision made regarding funding. Applicants are then notified of the decision.

Funding is provided on a reimbursement basis. All receipts for the project must be submitted before funds are released to the parish, mission, school or diocesan agency. Reimbursement forms are available online or from the Chancery Office.

### **ADMINISTRATION OF THE RET:**

The Diocesan Finance Council administers the RET. The Council appoints a committee to screen and approve project applications.

Accounting and procedural management of the RET is the responsibility of the administration office of the Roman Catholic Episcopal Corporation (RCEC) of Prince Rupert.

Endorsed by the Council of Priests January 10, 1996 and approved by Bishop Wiesner. Amended January 23, 2015 with approval of Bishop Jensen.