**Description:**

The “Kathleen Walsh Charitable Fund” (KWCF) has been established to empower client and families to move toward economic self-sufficiency through targeted financial assistance. Clients will be selected to receive funds through recommendations from across the diocese by Priests, Pastoral Administrators, Deacons and Catholic Charities staff. The fund is available to clients of Catholic Charities who have an opportunity to advance their education, employment or secure / maintain permanent housing, and need financial assistance to do so.

The nominators from parishes, or Catholic Charities staff members submitting applications, must inform applicants about the application process.

**Eligibility Criteria:**

1. The recipient must be a client of Catholic Charities or a person who is well known to a priest, pastoral administrator or deacon from the Diocese of Raleigh.

2. If the recipient is a client of Catholic Charities, he or she should be engaged in:

a. family case management or

b. clinical counseling

The essential element is that the client is engaged in supportive services that will help empower the success of the client after receiving a grant, and that the client is committed to continuing these supportive services, as recommended by staff.

3. Specific eligibilities are that an applicant must have an opportunity to advance themselves economically through:

1. improved employment
2. further education
3. improved immigration status, or
4. permanent housing or homeless prevention

4. If the recipient is a person well known to a parish/priest from the diocese, it is recommended that the clergy invites him/her into a relationship with Catholic Charities.

5. Recipients are eligible to receive grant funds up to $2,000. They may receive multiple grants until this total is reached.

**Examples of needs for which the Kathleen Walsh Charitable Fund could be used include:**

* Payment of tuition and/or books for community college classes, training workshops, etc.
* To purchase clothing or equipment needed for the client’s employment
* If a client has secured employment but does not have the necessary transportation to get to the job, a grant could be used towards the purchase a reliable car.
* Payment towards the cost of daycare to enable a client to further their employment or education
* For purchase of professional interview and work clothes
* Pay a portion of fees to improve or attain immigration status that will enable the client to be employed
* Client who is homeless and cannot secure housing because of a judgment against them by a former landlord, in this situation client must be sufficiently employed to afford to pay the ongoing housing expenses, or have access to a housing voucher that will insure the ability of the client to maintain their housing

**Examples of needs for which the Kathleen Walsh Charitable Fund could NOT be used include:** It has been determined that funds may be used in the evet of a crisis if the funds will assist the individual or family to get over the ‘economic’ hump and allow them to become economically self-sufficient.

* Monthly Rent assistance
* Monthly Utility assistance
* Transportation not related to employment, childcare or healthcare
* Prescription medications

**Application and Approval Process:**

1. A completed Nomination Form is sent by the Regional Director to the Assistant Director
	1. The Priest, Pastoral Administrator or Deacon will complete a nomination form and submit it to Catholic Charities Regional Director.
	2. The Catholic Charities family case manager or counselor will complete a nomination form and submit this form to their Regional Director.
2. If the Regional Director believes the application to be worthy of a grant, the Regional Director submits the grant to the assistant director of Catholic Charities who is a member of the KWCF committee.
3. The KWCF committee will make a decision to award or deny a grant after one week the application was submitted.
	1. The KWCF Committee consists of 1) the Assistant Director, 2) a Family Case Manager or Clinical Family Support Specialist, and 3) another member of the Senior Administrative Staff of Catholic Charities

**Further solicitation of Kathleen Walsh Charitable Funds:**

The Finance and Resource Committee of the Catholic Charities Board, staff of Catholic Charities and the Office of Stewardship and Advancement will market the Kathleen Walsh Charitable Fund to solicit contributions to maintain and grow the Fund.