

Frequently Asked Questions

- **Where do the funds come from?**
 - Most of the funds come from Foundation grants which are applied for by IPS on behalf on Provinces' projects, Donors provide both restricted and unrestricted donations to IPS for distribution.
- **Can a Province have more than one project at a time?**
 - Yes, a Province can have several programs or "Projects" occurring at the same time. Each project must be monitored and meet required reporting schedules.
- **What kinds of ministry projects can get funded?**
 - Both programmatic and one-time needs can be funded. Usually the funding is for one year at a time.
- **Does every project request receive everything requested?**
 - No, sometimes grant applications and attempts to solicit funding will not be successful.
- **Will all of the funding for a project come at one time or from one source?**
 - No, funds for a project may come from a variety of sources which may require reports at various times for partial funding. This happens when larger projects require grants from several foundations,
- **How will we know the requirements of specific foundations?**
 - The first page of the Grant Evaluation Report form (GER) will give details about the requirements for the funding foundations. If you are required to keep receipts, communicate directly with the foundation, or send original documents through the mail, this will be specified on the form.
- **What if our project changes as we are doing it?**
 - Funds must be used for the purpose requested. If the needs change – a request for change of use of funds must be sent to the IPS Office BEFORE any project changes. Sometimes the funders will not allow a change of use of funds.
- **How do we handle complex applications such as construction?**
 - Guidelines for special types of requests are available on IPS Supplemental Forms.
- **What is available from IPS in addition to money/funds?**
 - Information about resources, connections to collaborators; locating and shipping of goods, assistance with grant writing, etc.
- **How does the Province communicate with IPS?**
 - Project numbers are used for identification and are critical to enable clear and accurate communication. Usually the Provincial Project Coordinator (PPC) is the liaison between the

local Sister, the Visitatrix, and IPS. All communication goes to or from Sr. Mary Louise Stubbs at marylouise.stubbs@doc.org

- **How does IPS keep track of projects?**
 - Tracking of projects and all associated correspondence is tied to the IPS ID number that has been assigned. Both electronic and paper files are maintained. A data system named PEARL tracks all vital information.
- **Where can we refer people to for information?**
 - The website is www.daughtersips.org with a “Daughters of Charity Only” link on the bottom of the first page which contains forms for your use. Visitors can use the website to explore examples of projects, send donations, or reach our Facebook page. Everything is in French, Spanish, and English.
- **What if a foundation requires the local Sisters to submit the grant application?**
 - The IPS team can collaborate with the local Sister and assist in drafting the grant application.
- **What if the project is not a success?**
 - Evaluation reports are required for all projects. Review of projects that do not meet original goals can provide insights for future projects.
- **What is the role of the Motherhouse?**
 - The Econome General, Sr. Teresa Sanno receives the funds from IPS and other sources during the Funding process and forwards them to the Provinces.
 - A project whose cost is greater than the Province’s poverty permission must be cleared by Paris. The Visitatrix notifies IPS when such clearance has occurred.
- **How will we receive our funding?**
 - IPS notifies the Visitatrix and PPC when a specific project is receiving funds. An Evaluation Form, which will be due in 11 months for each project, is included in the funding email to the Province. Funds are then wired from Paris to the Province. Funds and Evaluation forms are forwarded by the Province to local houses to the attention of the local Sister in charge.
- **How is my General Councillor kept informed**
 - Summary reports on the status of IPS projects under the jurisdiction of each General Councillor are updated by IPS on a quarterly basis.
- **Does IPS let us know about opportunities?**
 - IPS research and communications often reveal opportunities to link into funding groups/resources. These are passed on to potential users
 - General opportunities (such as access to water filters or clean-birth kits) will soon be sent out through *LouiseList* emails.