



### For Your Awareness

(1) IPS can accept Daughters of Charity projects that are for DC MINISTRIES only.

(2) Your Budgets should be in your local currency. IPS will make the conversion to USD: <https://www.oanda.com/currency/converter/>

(3) Please include the IPS ID# in ALL correspondence. This is the only way IPS can keep track and respond appropriately to inquiries and save documents.



### IPS tips + reminders

**IPS APPLICATIONS** Visit [www.daughtersips.org](http://www.daughtersips.org) in the “For Daughters of Charity only” section at the bottom of the first page for updated IPS Application + Grant Evaluation Report (GER) forms in English, Spanish or French. **PLEASE use the updated 2019 form!**

- Remember to COMPLETELY fill in the Application Form and obtain signatures from both your Visitatrix and the Econome.
- The larger the project budget, the longer it will take IPS to secure grant funds from Foundations.
- Remember it usually takes 6 to 12 months to secure funding. Please plan accordingly.
- If you have an urgent need such as water, food or medicines IPS may be able to secure funds, but this cannot be guaranteed.
- It is IMPORTANT to send photographs of the beneficiaries and situation with your IPS Application so we can tell your story to potential Foundations and donors.

### POVERTY PERMISSION

Please remember that any project budget that exceeds Poverty Permission must have approval from Paris before it is sent to IPS. All IPS needs is the DATE of approval.

### RECEIVING + SPENDING FUNDS

- Please note that once you receive your Funding Notification – please give Paris up to 10 days to process the money and have it sent to your Province.
- Granted funds MUST be spent as they were indicated in the request. If you have any changes in the project, you must contact IPS prior to spending funds, so IPS can obtain approval.

**IPS GERs (GRANT EVALUATION REPORTS)** IPS will send you a customized GER form with any special requirements with your Funding Notification. Please use it to keep track of what you need to report on.

- Fill in ALL sections of the Project Evaluation Report, and please include photographs.

### opportunities, training + education, and resources

- IPS continues to send out several “country-specific” LouiseList emails with opportunities.
- General LouiseLists are sent to all the Provinces with resources and tips

### Blessings to all our sisters around the world during Lent!



### if you are interested:

If you need help with funding, you may submit an IPS Application to [marylouise.stubbs@doc.org](mailto:marylouise.stubbs@doc.org)