

**St. Thomas More Catholic Community**  
**Social Ministries**  
**PROJECT/EVENT PROPOSAL**

**APPROVAL PROCESS**

The St. Thomas More Catholic Community (STM) Social Ministry Commission has created this process and proposal/approval format to promote greater consistency, improved communication, and increased awareness across our social ministries. It is also presented as a tool to assist you in developing your proposal, ensuring that all essential elements have been considered.

**(1) We ask you to begin this process by reviewing the following themes/principles which are at the heart of our Catholic social tradition:**

✦ **LIFE AND DIGNITY OF THE HUMAN PERSON**

The Catholic Church proclaims that human life is sacred and that the dignity of the human person is the foundation of a moral vision for society. Our belief in the sanctity of human life and the inherent dignity of the human person is the foundation of all the principles of our social teaching. In our society, human life is under direct attack from abortion and assisted suicide. The value of human life is being threatened by increasing use of the death penalty. We believe that every person is precious, that people are more important than things, and that the measure of every institution is whether it threatens or enhances the life and dignity of the human person.

✦ **CALL TO FAMILY, COMMUNITY, AND PARTICIPATION**

The person is not only sacred but also social. How we organize our society in economics and politics, in law and policy directly affects human dignity and the capacity of individuals to grow in community. The family is the central social institution that must be supported and strengthened, not undermined. We believe people have a right and a duty to participate in society, seeking together the common good and well-being of all, especially the poor and vulnerable.

✦ **RIGHTS AND RESPONSIBILITIES**

The Catholic tradition teaches that human dignity can be protected and a healthy community can be achieved only if human rights are protected and responsibilities are met. Therefore, every person has a fundamental right to life and a right to those things required for human decency. Corresponding to these rights are duties and responsibilities to one another, to our families, and to the larger society.

✦ **OPTIONS FOR THE POOR AND VULNERABLE**

A basic moral test is how our most vulnerable members are faring. In a society marred by deepening divisions between rich and poor, our tradition recalls the story of the Last Judgment (Mt 25:31-46) and instructs us to put the needs of the poor and vulnerable first.

✦ **THE DIGNITY OF WORK AND THE RIGHTS OF WORKERS**

The economy must serve people, not the other way around. Work is more than a way to make a living; it is a form of continuing participation in God's creation. If the dignity of work is to be protected, then the basic rights of workers must be respected – the right to productive work, to decent and fair wages, to organize and join unions, to private property, and to economic initiative.

✦ **SOLIDARITY**

We are our brothers' and sisters' keepers, wherever they live. We are one human family, whatever our national, racial, ethnic, economic, and ideological differences. Learning to practice

the virtue of solidarity means learning that “loving our neighbor” has global dimensions in an interdependent world.

✦ **CARE FOR GOD’S CREATION**

We show our respect for the Creator by our stewardship of creation. Care for the earth is not just an Earth Day slogan; it is a requirement of our faith. We are called to protect people and planet, living our faith in relationship with God’s creation. This environmental challenge has fundamental moral and ethical dimensions that cannot be ignored.

**Does your proposal support one or more of these Catholic principles?**

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**(2) Next, please reflect on our STM Social Ministries Mission Statement and Pledge:**

**St. Thomas More Catholic Community**  
**Social Ministries**

**MISSION:** On behalf of the St. Thomas More Catholic Community, **in support of our Parish Vision, and guided by Gospel and Church teachings**, we are dedicated to promoting fairness and equality by working to ensure the welfare, dignity, and basic human rights of all people through increased awareness, on-going education, and Christian acts of service to those in need.

**As Disciples of Jesus We Pledge to:**

**S**erve those in need by sharing our time, talents, and treasures.

**O**pen our hearts and minds to love and honor all of God's children in the name of Jesus.

**C**ollaborate with other stakeholders in caring for those less fortunate than ourselves.

**I**nspire others to join our mission of carrying out the teachings of our Lord.

**A**dvocate for change, representing those not able to represent themselves.

**L**ead by example and live justly – at home, work, social arenas, and the marketplace.

**J**oin in prayer regularly, giving thanks to God and asking for his blessings and guidance.

**U**nderstand the issues so that we may increase awareness regarding fairness and equity.

**S**eek out opportunities to make a difference in our parish, community, country, and the world.

**T**ranscend all boundaries – geographic and demographic - in the name of social justice.

**I**nvoke all parishioners to work with us toward greater charity, justice, and peace.

**C**are for others as we would ourselves.

**E**ducate ourselves and share information regarding Catholic social teachings.

**Does your proposal support one or more elements of our  
mission/pledge?**

**(3) If the answer to these questions is yes, please complete the following Project/Event Proposal form:** (attach additional pages and supporting info as needed)

**St. Thomas More Catholic Community  
Social Ministries  
PROJECT/EVENT PROPOSAL**

Name of Person \_\_\_\_\_ Phone # \_\_\_\_\_  
Submitting Proposal: \_\_\_\_\_ Email: \_\_\_\_\_

Ministry through which this request is being proposed:

Parish SM\_\_      Community SM\_\_      National SM\_\_      International SM\_\_

**PROPOSED PROJECT/EVENT NAME:**

\_\_\_\_\_

Provide a brief description of the project/event:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Proposed Date/Time frame: \_\_\_\_\_ One-time event\_\_ Recurring\_\_ Ongoing Project\_\_

Who will it benefit (what organizations/individuals)?:

\_\_\_\_\_  
\_\_\_\_\_

What is your desired outcome?

\_\_\_\_\_  
\_\_\_\_\_

How will you evaluate the success/measure the outcome of this event/project: (i.e., # of people served, # of dollars/hours donated, verbal or written feedback from the organization/individual)?

\_\_\_\_\_  
\_\_\_\_\_

Is this organization/individual receiving similar support from others? If yes, what/from whom?

\_\_\_\_\_  
\_\_\_\_\_

What resources are required for your proposal:    Who will provide them?

Volunteer Hrs. (Est.)    # \_\_\_\_\_  
Financial Support (Est.) \$ \_\_\_\_\_  
Materials (Est.)        \$ \_\_\_\_\_  
Special Skills        (Y/N) \_\_\_\_\_  
Political Action        (Y/N) \_\_\_\_\_

Who will lead/be responsible for planning and implementing this project?  
Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email \_\_\_\_\_

Has a support team (planning and implementation) been identified? No \_\_\_ Yes \_\_\_  
If yes, who: \_\_\_\_\_  
\_\_\_\_\_

Will you partner with other STM ministries/organizations; community, national, or international representatives? No \_\_\_ Yes \_\_\_ If yes - who and how will they be involved: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Person  
Submitting Proposal : \_\_\_\_\_ Date: \_\_\_\_\_

**Social Ministries  
PROJECT/EVENT PROPOSAL  
REVIEW & APPROVAL PAGE**

**PROPOSED PROJECT/  
EVENT NAME:**  
\_\_\_\_\_

**SUBMITTED BY:**  
\_\_\_\_\_

**(1) Submitted to/Reviewed by \_\_\_\_\_ Social Ministry.**

**Received (Date):** \_\_\_\_\_

**Reviewed(Date):** \_\_\_\_\_

**Approved** \_\_\_\_\_ (Contingent upon STM Social Ministries Commission approval)

**Not Approved** \_\_\_\_\_ Explanation: \_\_\_ Need additional info \_\_\_\_\_  
\_\_\_ Not in line with guiding principles, mission, or  
Pledge.

\_\_\_ Duplicate service

\_\_\_ Timing overlaps with previously scheduled event

\_\_\_ Other \_\_\_\_\_

**Ministry Chairperson Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**(2) Submitted to/Reviewed by Social Ministries Commission**

**Received (Date):** \_\_\_\_\_

**Reviewed(Date):** \_\_\_\_\_

Approved \_\_\_\_\_

Approved Contingent Upon: \*Pastoral Staff approval \_\_\_\_\_ \*Pastoral Council approval \_\_\_\_\_

Not Approved \_\_\_\_\_ Explanation: \_\_\_ Need additional info \_\_\_\_\_  
\_\_\_ Not in line with guiding principles, mission, or pledge.  
\_\_\_ Duplicate service  
\_\_\_ Timing overlaps with previously scheduled event  
\_\_\_ Other \_\_\_\_\_

Commission Chairperson Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(3) Submitted to/Reviewed by Pastoral Staff \_\_\_\_\_ and/or Pastoral Council \_\_\_\_\_**

Received (Date) \_\_\_\_\_ Reviewed (Date)

\_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_ Explanation: \_\_\_ Need additional info \_\_\_\_\_  
\_\_\_ Not in line with guiding principles, mission, or  
pledge.  
\_\_\_ Duplicate service  
\_\_\_ Timing overlaps with previously scheduled event  
\_\_\_ Other \_\_\_\_\_

Pastoral Staff/Council signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(4) Feedback/outcome sent to submitting Ministry on (Date):**

\_\_\_\_\_

**St. Thomas More Catholic Community  
Social Ministries  
PROJECT/EVENT OUTCOME EVALUATION**

**What was your intended/desired outcome for this project/event?**

**What was the actual outcome (both quantitative and qualitative)/what was achieved?**

**Can you share any “lessons learned” from your experience?**

**Who should be thanked and recognized for their efforts on this project/event?**

\_\_\_\_\_  
**Name (please print)**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Email**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Thank you for providing this valuable information.  
\*\*Please submit this completed form to your Social Ministry Chair\*\***