



2020 MISSION CO-OP APPLICATION **MCP 2020**

Your interest in applying for the Missionary Cooperative Plan in the Diocese of Orange is welcomed and appreciated. We have outlined below for you how to apply for our program to better assist you in the application process. Should you have any questions, please contact the Mission Office so we can assist you.

**Please note that the deadline to apply for MCP 2020 is November 15, 2019.
Any applications received after the deadline will be counted toward MCP 2021.**

HOW TO APPLY:

1. Review the *Policies and Procedures* attached. This document explains in detail the requirements for selection and participation in MCP. By submitting a signed MCP Application, you acknowledge and promise to abide by the MCP *Policies and Procedures* requirements.
2. Submit an original Letter of Request from the local bishop, superior or board president that grants authority to the representative to participate in the mission appeals in the Diocese of Orange. The letter must be on official letterhead and must specify:
 - The work done by your (arch)diocese, mission or organization
 - Why your (arch)diocese, mission or organization should be considered for participation in the MCP
 - How MCP funds will be concretely used
 - Who will directly benefit from these funds
 - That you are authorized to function legally as a 501-3-C or similar entity.
3. Thoroughly complete the attached MCP Application Form. An email address for the U.S.-based mission representative is required.
4. Fill out the Payment Information sheet in order for us to verify that your payment method is viable for transfer of funds. Indicate only an (arch)diocese, organization, or official name of a religious order as beneficiary. No funds can or will be transferred to personal accounts.
5. All required paperwork must contain an original signature and date (not electronic) and the stamp or seal of the bishop, religious superior or board president of your (arch)diocese, institute or society.
6. Mail all original copies of the completed application (Letter of Request, MCP Application Form, and Payment Information Sheet) to the Mission Office. Applications submitted via email or fax will NOT be accepted.

Mission Office, Diocese of Orange
13280 Chapman Ave.
Garden Grove, CA, 92840

**NOTE: RECEIPT OF THIS APPLICATION DOES NOT INDICATE ACCEPTANCE IN THE MCP.
ONLY ACCEPTED APPLICANTS WILL BE NOTIFIED/CONTACTED VIA EMAIL AT THE BEGINNING OF FEBRUARY 2020.**



**FOR QUESTIONS OR CONCERNS, CONTACT US:
MARISSA CORNEJO-LEAHY, DIRECTOR
MISSIONOFFICE@RCBO.ORG
PHONE: 714-282-3030 | FAX: 714-282-3032**

