

**PONTIFICAL SOCIETY OF ST. PETER THE APOSTLE**  
**Secretary General**  
**General Assembly, May 2009**

(FROM THE REPORT OF MAY 2007)

**Procedures concerning extraordinary subsidies**

a) There is a first reading of the request by a staff member that verifies if the formal requisitions are met (budget, signature of the Bishop, architectural plans, complete information, etc.) and that the project is competence of POSPA as regards the scope, those who benefit or the applicant.

The requests that are not clearly of our competence and are not part of the objectives of POSPA, immediately receive a kind negative answer stating that it is not possible to assist. The same occurs for the requests that, in theory could be our competence but, due to the limited budget we are not able to assist (for example vehicles, with some exceptions). These requests that have already received a negative response are mentioned in the extraordinary subsidy booklet. Other requests are transmitted to POPF for competence. And still for others, those that are incomplete or not clear, we ask for explanations and the necessary clarifications.

When it is an important project and very expensive (beyond 75.000 US\$), we contact Missio Aachen and Church in Need for the possibility of co-financing.

When it is a self-financing project, we make the proposal of the new possibility approved "ad experimentum" by the Superior Council this past November 2006. It consists in this: we have always regularly received, especially from Major Seminaries, projects with the scope of self-financing that often received a negative answer due to our limited budget. Nevertheless, these projects are usually well thought out and they merit assistance. Since they are projects that should raise money, a loan would be better than a subsidy. For this reason we propose a loan that can be repaid by a subtraction from the annual ordinary subsidy beginning two years later. You will find in attachment a copy of the agreement between the applicant and POSPA. I highlight that the agreement is signed by three representatives: the bursar, the rector of the seminary and the Bishop in charge.

b) The evaluation of the authenticity of the request and the importance of a project, is the most difficult aspect. Here are the procedures that we follow on this point. In general we try to avoid the attitude that is often found among the NGO, that of forming an opinion on the value of a project or to imagine that from our offices we know what is better, for the local churches or a seminary, than what the applicant does. Humility, respect and openness is fundamental. But the Gospel does not recommend only "to be simple as doves" but at the same time "shrewd as serpents" (Mt 10:16)! There are some applications filled out very superficially, projects subsidized in the past yet never realized, applicants who easily forget that there are many requests but the financial means are limited.

We do not present to the Superior Council a new project until we receive a report on the use of past subsidies, unless the project is still under execution or very recent.

We gather information and opinions, first of all from those directly involved, then from Apostolic Nuncios (some give us very precious information), from the national directors, from our colleagues that work in the CEP and at Missio Aachen and Church in Need. We desire to intensify our contacts with the national directors (by e-mail). I greatly thank all of you who spontaneously sent their opinions and information (after a trip) and those who answer our requests for information within 24 hours!

Communication with the CEP, especially through our President and Secretary Adjunct of the CEP, is very important. Since the formation of priests is one of the main focuses of the dialogue between CEP and Bishops, it is very important that POSPA is at the service of the priorities expressed during these encounters. Therefore, as an example, it is not our competence to evaluate whether or not it is opportune to open a new seminary.

During this evaluation process, lastly, the determinant factor is the direct contact with the seminaries, with the rectors and Bishops. I dedicate a lot of my time to the Bishops and rectors who come to visit us. The meetings with an entire Episcopal Conference, during their ad limina visit, are especially important (in 2006 the Conferences of Malawi, Zambia, Chad). I like to underline, as for the travels already mentioned in the paragraph concerning the promotion of POSPA, I was able to visit the local seminaries, during a brief stay of 3 days (28 May -3 June 2006) in Central African Republic when I participated at the meeting organized by the Episcopal Conference I visited many minor and major seminaries of the country. Also during my stay in Sudan, last February for a session concerning Opus Securitatis, I was able to visit the seminaries in Khartoum.

c) Going back to the procedures concerning the extraordinary subsidies, we usually write a letter informing the applicant that their project will be presented at the Assembly (of May or November), preparing them already for a negative response if we intend to present the request with a "Negative" in the book. We will try in the future to answer more rapidly. For every project presented we make a proposal. We do this work together with the collaborators that studied the projects. We follow these two main guidelines. Above all we try to avoid giving "dilata", when this would be given only for the reason that we lack money, because it is just an illusion, when we talk about POSPA to think that at the next assembly we may have more money. We try to avoid as well, to give very modest sums – above all in the urgent or expensive cases, because the end result is that the project often – when they lack other resources – is not completed or the next time we receive another request for the same project.

The greatest difficulty is that, until the second half of April, we still do not know what our budget is, because many national directors send their financial report – or even just the amount that is available – too late. A professional work in this way is impossible. Normally we should be able to examine attentively, with the colleagues of the Administration and the In-charge of Administration, the funds available and establish, after serious meetings, the budget to present to the Council. Actually, we are forced to do this at the last minute. This is very irresponsible. I understand the difficulties of many directors: they wait in vain the collections and the reports from many dioceses. I wish to propose that each director close the accounts on the day established without waiting for the dioceses that are missing, that is on the 1<sup>st</sup> March, or at the latest on the 15<sup>th</sup> of March for sending the report. The offerings that arrive late must then be included in the report for the following year.

d) The next to last step is to send, before July 1<sup>st</sup>, the letter informing all of the applicants the decisions of the Superior Council and the payment orders to the national directors and to the Nunciatures.

The last step is the payments by the National Directors. Could all of us, without exception, have as a goal that of effectuating the payments immediately, which will be our pledge of honor (and of justice)? This is the same for ordinary subsidies as well. The Nunciatures, which often receive funds from various national directions, wait to have the last payment before they begin to distribute the subsidies. We make the local churches suffer if they do not receive the subsidies in time. Unfortunately, I must tell you that we have received many complaints on this point.

## (FROM THE REPORT OF MAY 2008)

**Ordinary Subsidies**

Concerning the ordinary subsidies granted to the seminaries, I would like to strongly propose a revision of the distribution of the subsidies. Currently, the distribution is as follows (the indicated amount is the maximum possible per seminarian):

## Dependent Major Seminarians

US\$ 700 Except for Korea US\$ 600

Dependent Propaedeutic US\$ 500

Major seminarians of Malaysia receive US\$ 1.700 from SPA Penang Fund

## Non Dependent Major and Propaedeutic

For Africa, Europe and Oceania US\$ 150

For America and Asia US\$ 140

## Minor Seminarians

Dependent Africa US\$ 150 except for Nigeria US\$ 130

Dependent America, Asia and Europe US\$ 190 except for Albania US\$ 300

Dependent Oceania US\$ 200

Non Dependent US\$ 100

## Particular cases:

Lump sum for minor seminarians of Democratic Republic of Congo:

US\$ 150.000 distributed by the Episcopal conference to 2765 seminarians in 2007

Lump sum for minor seminarians of Philippines:

US\$ 40.000 distributed by the Apostolic Nunciature to 2192 seminarians in 2007

N.B.: Seminarians in Pastoral year do not receive any subsidy.

However, one cannot compare the financial resources of a seminary in India, Mozambique, Malaysia, South Africa or Mali. At the same time, even in the same country there may be very different situations.

I would like to propose a gradual decrease by 30% (10% decrease for three years) in the amounts of the ordinary subsidies for the seminaries that have been in existence for more than 30 years in the "developing" countries, beginning in 2009, announcing it this year.

Keeping in mind that a seminary with a large number of students is able to reduce the costs per student, I would also like to propose, beginning in 2009, the following change:

- for the first 100 people: 100%
- for the part from 101-199: 90%
- and beyond 200 people: 80%

I would also like to suggest we include, for the major and propaedeutic seminaries, the formators who are resident in the seminary and work full time, in the number that serves as the basis for the calculation of the subsidy.





The Pontifical Society of St. Peter the Apostle  
International Secretariat

**MAJOR/PROPAEDEUTIC SEMINARY ORDINARY SUBSIDY FORM**

-Name of Seminary: \_\_\_\_\_  
-Address: \_\_\_\_\_ Diocese: \_\_\_\_\_  
-E-mail: \_\_\_\_\_ Telephone N: \_\_\_\_\_ Fax: \_\_\_\_\_  
-Rector's name: (in BLOCK letters please) \_\_\_\_\_ Is the Seminary diocesan or interdiocesan? (circle one)  
-Scholastic Year in course: from (Day/Month/Year) \_\_\_\_\_ to (Day/Month/Year) \_\_\_\_\_

In order to grant a subsidy we need to receive:

- This form filled out as soon as possible after the beginning of the scholastic year with the exact number of seminarians
- A full Annual Financial Report from the previous year
- The *Vademecum* or school calendar of the seminary
- A brief report on the life of the seminary with some pictures if possible

All this documentation is to be sent, not waiting for the deadline of 31 January, through the Apostolic Nunciature to:  
The Pontifical Society of St. Peter the Apostle – International Secretariat – Palazzo di Propaganda Fide –  
Via di Propaganda, 1c – 00187 Roma      Tel: 06-69.88.02.28      Fax: 06 -69.88.01.23      E-Mail: [bigard@pospa.va](mailto:bigard@pospa.va)

- Quota requested per person for the whole scholastic year: US \$ \_\_\_\_\_  
(Keeping in mind the many necessities of the seminaries throughout the whole world and sharing in our common goal of universal solidarity, kindly request only that which is truly necessary. However, we cannot exceed the maximum subsidy per person established by the Superior Council.)

- Fill out the chart on the back of this page with the exact number of all the seminarians living in the seminary at the date of the compilation of this form filling in the spaces that correspond to your necessity. If your seminarians come from more than ten dioceses, kindly add the necessary spaces to complete the chart.

## NUMBER OF SEMINARLANS BY DIOCESE

DIOCESE of origin	Propaedeutic	1 philosophy	2 philosophy	3 philosophy	1 theology	2 theology	3 theology	4 theology	Pastoral Year	Total by diocese
<b>OVERALL TOTAL:</b>	=	=	=	=	=	=	=	=	=	=

Total Number of Full time-Resident Formators \_\_\_\_\_

I hereby declare that all the information given is exact and corresponding to the truth: Signature and seal of the seminary

Rector: \_\_\_\_\_  
Date: \_\_\_\_\_

Approval of the local Ordinary in charge of the Seminary: Signature and Seal

Ordinary: \_\_\_\_\_  
Date: \_\_\_\_\_

**Please list the fulltime-resident formators in the Seminary: (in BLOCK letters)**

**Name**

**Diocese**

**Role**

1.			
2.			
3.			
4.			
5.			
6.			
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17.			
18.			
19.			
20.			







The Pontifical Society of St. Peter the Apostle  
International Secretariat

### MINOR SEMINARY ORDINARY SUBSIDY FORM

-Name of Seminary: \_\_\_\_\_  
-Address: \_\_\_\_\_  
-Diocese: \_\_\_\_\_ E-mail: \_\_\_\_\_  
-Telephone N: \_\_\_\_\_ Fax: \_\_\_\_\_  
-Rector's Name: (in BLOCK letters please) \_\_\_\_\_  
-Is the Seminary diocesan or interdiocesan? \_\_\_\_\_  
-Scholastic Year in course: from (Day/Month/Year) \_\_\_\_\_ to (Day/Month/Year) \_\_\_\_\_

In order to grant a subsidy we need to receive:

- This form filled out as soon as possible after the beginning of the scholastic year with the exact number of seminarians
- A full Annual Financial Report from the previous year
- The *Vademecum* or school calendar of the seminary if you have one
- A brief report on the life of the seminary with some pictures if possible

All documentation is to be sent, not waiting for the deadline of 31 January, through the Apostolic Nunciature to:

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Tel: 06-69.88.02.28 Fax: 06 -69.88.01.23 E-Mail: [bigard@pospa.va](mailto:bigard@pospa.va)

- Quota requested per seminarian for the whole scholastic year: US \$ \_\_\_\_\_

(Keeping in mind the many necessities of the seminaries throughout the whole world and sharing in our common goal of universal solidarity, kindly request only that which is truly necessary. However, we cannot exceed the maximum subsidy per seminarian established by the Superior Council.)

-Fill out the chart on the back of this page with the exact number of **only the diocesan** seminarians that are living in the seminary **at the date** of the compilation of this form: Please note that our Society is able to grant subsidies **only** for five years preceding the entrance to the Propaedeutic or Major Seminary. Kindly follow this policy and do not include other classes. "1<sup>st</sup> year" corresponds to the youngest boys.

Name of this scholastic year in your country ⇒						
DIOCESE of origin of the seminarians ⇩	1 <sup>st</sup> year subsidized seminarians	2 <sup>nd</sup> year subsidized seminarians	3 <sup>rd</sup> year subsidized seminarians	4 <sup>th</sup> year subsidized seminarians	5 <sup>th</sup> year subsidized seminarians	TOTAL NUMBER by diocese
						=
						=
						=
						=
						=
						=
						=
						=
						=
						=
						=
						=
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						=
						=
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						=
						=
						=
						=
						=
						=
OVERALL TOTAL	=	=	=	=	=	=

I hereby declare that all the information given is exact and corresponding to the truth:  
Signature and seal of the Seminary:

Rector \_\_\_\_\_

Date: \_\_\_\_\_

Approval of the local Ordinary in charge of the Seminary: Signature and Seal

Ordinary \_\_\_\_\_

Date: \_\_\_\_\_

## FINANCIAL REPORT FORM

	PREVIOUS YEAR	BUDGET
<b><u>INCOME</u></b>		
Grants POSPA		
Various subsidies		
Local contributions		
Self-funding		
Bank interests		
Various incomes: (specify) farms, orchards, local rents etc.		
<b><u>EXPENSES</u></b>		
Academic expenses		
Food and Lodging for students and teachers		
Teachers' salaries		
Lay Staff salaries		
Medical expenses		
Travelling costs		
Clothing		
Pastoral activities		
Cult expenses		
Transport		
Funds for Staff Pensions and Sabbaticals for priests		
Maintenance:		
Buildings		
Hydro Plants		
Electrical Plants		
Furnishing		
Transport		
Renovations Constructions		
Equipment		
Books & Magazines		
Electricity		
Gas		
Water rates		
Telephone		
Administration		
Postage		
Farms		
Orchards		
Bank interests		
Bank commissions		
Legal expenses		
Various costs		
Holidays		
Other expenses (specify)		
<b><u>ASSETS</u></b>		
Savings		
Deposit		
Credits		
<b><u>PASSIVE</u></b>		
Debts		

