



Dear Potential Facilitator,

Thank you for your interest in facilitating an *Endow* study group. We recognize that volunteers like you, who commit time and share their faith, are the heart of our organization. With your help, we are hopeful that the message of *New Feminism*, which calls women to transform the culture into a civilization of life and love, may spread.

We pray that many come to share our vision and participate in our mission to educate women towards a deeper, more profound understanding of our God-given dignity and vocation. As we gain knowledge about our dignity as women, we are better able to witness the invaluable role of women in the home, the Church and the world. Thank you for your willingness to join us in this important mission!

To begin the application process to become an *Endow* facilitator, please complete this application packet in its entirety and return it to the *Endow* office. There are four main sections of the packet:

- 1. Profile Information**
 - a. Personal Data**
 - b. Personal Questionnaire**
- 2. Profession of Faith**
- 3. ENDOW Policy Agreements**
 - a. Copyright Policy and Scholarship Policy**
 - b. Privacy Policy**
- 4. References**
 - a. Pastoral Reference**
 - b. Character Reference** (If you have been a participant in an *Endow* group, the Character Letter should be submitted by your present or past facilitator.)

Please mail, fax, or scan and email your application to the *Endow* office. We ask that you have your two reference letters mailed, faxed, or emailed directly to the *Endow* office:

Endow (Attn: Kate Sweeney)
1300 S. Steele St., Denver, CO 80210
Fax: (303) 715-2040
kate.sweeney@archden.org

Be assured that your application will be carefully reviewed and you may expect to be notified once the *Endow* office has processed your paperwork. Please note, only completed applications with references will be processed. If you have any questions or concerns, please feel free to contact Kate, our Associate Director, directly at (303) 715-3289 or by email at kate.sweeney@archden.org.

Again, we thank you for your interest in *Endow*. We look forward to partnering with you to bring the message of authentic womanhood and the beauty of Church teaching into the lives of the women in your diocese.

Sincerely in Christ,

A handwritten signature in black ink, appearing to read "Therese".

Therese Polakovic
Executive Director, *Endow*



**Part 1a: Profile Information Sheet
Personal Data**

Name: _____ Date: _____
Email Address: _____
Address: _____
City/State/Zip Code: _____
Home Phone: _____ Cell Phone: _____
Diocese: _____
Parish: _____

How did you learn about *Endow*? _____

Have you gone through an *Endow* class? If so, what class(es) have you done?

When was your *Endow* class?

Who was your *Endow* Facilitator?

Have you attended an *Endow* Facilitator Training or purchased the *Endow* audio training CDs?

What was the date and location of your training?

Who was your *Endow* Facilitator Trainer?

Are there any *Endow* study groups in your area/parish/(Arch)diocese?

***Endow* Youth Studies:**

To facilitate an *Endow* youth study, now or in the future, you must submit proof that you have completed the required child protection safety training, complying with your (Arch)diocese requirements, such as Virtus, Protecting God's Children, etc. (Note: Canadian (Arch)dioceses do not have these same requirements.)

- I have attended my (Arch)diocesan workshop. (Proof must be submitted with application.)
- I have not attended my (Arch)diocesan workshop. I understand that I must attend a workshop prior to facilitating an *Endow* youth study or any *Endow* activity that includes youth.



Name: _____
Part 2: Profession of Faith

I, _____ in assuming the role of *Endow* Facilitator, with firm faith believe and profess each and everything that is contained in the Symbol of Faith, namely¹:

I believe in one God, the Father, the Almighty, maker of heaven and earth, of all that is, seen and unseen. I believe in one Lord, Jesus Christ, the only Son of God, eternally begotten of the Father, God from God, Light from Light, true God from true God, begotten, not made, of one Being with the Father. Through him all things were made. For us men and for our salvation, he came down from heaven: by the power of the Holy Spirit he became incarnate of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate; he suffered death and was buried. On the third day he rose again in accordance with the Scriptures; he ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead, and his kingdom will have no end. I believe in the Holy Spirit, the Lord, the giver of life, who proceeds from the Father and the Son. With the Father and the Son he is worshipped and glorified. He has spoken through the Prophets. I believe in one holy catholic and apostolic Church. I acknowledge one baptism for the forgiveness of sins. I look for the resurrection of the dead, and the life of the world to come. Amen.

With firm faith, I also believe everything contained in the word of God, whether written or handed down in Tradition, which the Church, either by a solemn judgment or by the ordinary and universal Magisterium, sets forth to be believed as divinely revealed.

I also firmly accept and hold each and everything definitively proposed by the Church regarding teaching on faith and morals.

Moreover, I adhere with religious submission of will and intellect to the teachings which either the Roman Pontiff or the College of Bishops enunciate when they exercise their authentic Magisterium, even if they do not intend to proclaim these teachings by a definitive act.

Printed Name _____

Date _____

Signature _____

¹ The Congregation for the Doctrine of the Faith, "Profession of Faith" n.d., <http://www.vatican.va/roman_curia/congregations/cfaith/documents/rc_con_cfaith_doc_1998_professio-fidei_en.html>, (accessed December 06, 2010).



Name: _____

Part 3A: Copyright Policy and Scholarship Policy

Copyright Policy

All of the *Endow* materials are copyrighted. Not only is it against the law to copy these materials, it is diametrically opposed to what the *Endow* program teaches. Additionally, *Endow* requires that each woman purchase her own materials, and as such we do not permit the sharing of study materials (such as two women sharing one *Endow* study guide) in *Endow* classes.

Scholarship Policy

Since its inception in April 2003, the Board and Staff of *Endow* intended to create a program that would be for all women, for all times. However, substantial costs are involved to develop an educational program that has both excellent materials and competent staff. In order to meet the on-going needs of the program, *Endow* requests that each participant pay a \$60.00 class fee (\$30.00 fee for middle school classes and \$45.00 fee for high school classes) for each *Endow* class. As a facilitator you do not pay, except for the cost of the training and shipping and handling.

Scholarships are available on a need-basis. We rely heavily on donors, and each year we receive several thousand dollars to be used to provide scholarships to women in great need. Per requirements for administering scholarships, we require those in need of a scholarship to complete an *Endow* Scholarship Application (found on our website). Applications will be reviewed in the *Endow* office, and the scholarships will be granted on a need-basis, up to the amount of scholarship funding as is available on a yearly basis. As with all other participants, no materials will be mailed until the agreed upon payment has been received.

To request a confidential scholarship application, please invite your participants to download the scholarship application from our website. The link to download scholarship applications is found on the “Classes” page.

In order to maintain the integrity of the *Endow* program, we respectfully ask all facilitators and participants to honor these policies.

As a *Endow* Facilitator, I am willing to honor these policies.

Printed Name _____

Date _____

Signature _____

Name: _____



Part 3B: Privacy Policy

Privacy Policy

As an *Endow* facilitator, you will have access to the email addresses and phone numbers of the women registered for the *Endow* class(es) you lead, in order to communicate with the women in your group. Out of respect for the privacy of the women registering for *Endow* classes, facilitators are required to keep this information confidential. Facilitators are permitted to use this contact information ONLY for *Endow* purposes (ie: informing the women about changes to regularly scheduled classes, etc.) Under no circumstances should email addresses and phone numbers of women registered for your *Endow* group be added to general email lists or group mailings lists. Failure to comply with this policy could result in the termination of your *Endow* class.

As an *Endow* Facilitator, I am willing to honor this policy.

Printed Name _____

Date _____

Signature _____



**Part 4a: Pastoral Reference
(To be signed by a priest)**

Date: _____

Endow
Attn: Kate Sweeney
1300 S. Steele St.
Denver, CO 80210

Dear *Endow*,

I, _____, acknowledge that _____ is an active Catholic
(Pastoral Reference) **(Potential Facilitator)**
in good standing with the Catholic Church. She shares the vision and mission of *Endow*, which is to educate women toward a deeper, more profound understanding of their God-given dignity and vocation as Catholic women.

She desires to spread the truth of the Gospel and promote the *New Feminism*, as was preached by Pope John Paul II. I am confident in her ability to relate to other women and support her commitment to deepen women's faith in Jesus Christ and understanding of Catholic tradition and teaching.

Understanding the need for authentic femininity in the Church and society, I recommend and support her in this mission.

Sincerely,

Pastoral Reference Information:

Name:
Parish:
Diocese:
Address:
City, State, Zip:
Phone:

**Please return the completed reference form to Kate Sweeney in the *Endow* Office
at the address listed above or by fax at (303)715-2040.**



Part 4b: Character Reference

Are you an *Endow* Facilitator? _____
Are you a colleague or friend? _____

Date: _____

Endow
Attn: Kate Sweeney
1300 S. Steele St.
Denver, CO 80210

Dear *Endow*,

I know the following potential *Endow* facilitator, _____, in the capacity of _____. She is an active Catholic and is in good standing with the Catholic Church. She embraces and lives the teachings of the faith and models her life around the Catholic faith.

I am confident in her ability to relate to other women and support her commitment to deepen women’s faith in Jesus Christ and to spread the mission of *Endow*.

Please describe below anything you may feel necessary regarding the role of this person as an active *Endow* facilitator. (You may use another sheet of paper if necessary.)

Sincerely,

Character Reference Information:

Name:
Parish:
Diocese:
Address:
City, State, Zip:
Phone:

Please return the completed reference form to Kate Sweeney in the *Endow* Office at the address listed above or by fax at (303)715-2040.