

Faith Lutheran Church Endowment Fund Grant Application

(revised June, 2024)

1. Contact Name: _____
2. Contact Email: _____ Phone: _____
3. Project Name: _____ Project Date/Timeframe: _____
4. Total Project Cost: _____ Amount of Funding Requested: _____
5. Project Description – Please provide background information on the project for which you are requesting funding and how it will benefit the church/community: _____

6. Budget Information – Please provide an itemized estimation for how the requested funding will be spent (attach additional documentation if necessary): _____

Upon receipt of this grant request, the FLC Endowment Committee will conduct a review of the proposal, hold a vote on the request, and present the Committee’s recommendation to the Faith Lutheran Congregational Council for approval. Final approval and funding decisions are at the discretion of Council.

Funded requests require a final report within 30 days of completion of the project/event summarizing the outcome of the project/event and spend against the amount approved. No approved funds will be disbursed in advance of project/event completion (exceptions such as advance registration fees or other pre-payments should be noted in section 6 – Budget information). At the end of the project/event, requestor(s) will be reimbursed for all spend up to the approved amount by submitting supporting receipts/documentation and a check request form for reimbursement. **By signing below, I understand that should my project be funded, I am required to submit a summarized report and project/event spend to the Faith Lutheran Church Endowment Committee withing 30 days of project/event completion.**

Name/Signature

Date