

APPLICATION FOR FUNDS

EMANUEL EVANGELICAL LUTHERAN CHURCH ENDOWMENT FUND

1. PROJECT NAME: _____

2. AMOUNT REQUESTED: _____

3. EMANUEL LUTHERAN SPONSOR: _____

4. RESPONSIBLE ORGANIZATION OR INDIVIDUAL: _____

ADDRESS: _____

5. CONTACT PERSONS (Or references if for individual request. Please list two.)

Name: _____ Position: _____ Phone: _____

Address: _____

Name: _____ Position: _____ Phone: _____

Address: _____

6. PLEASE GIVE A BRIEF PROJECT DESCRIPTION AND THE INTENDED USE OF FUNDS (More extensive description and documentation is encouraged and should be attached. It should include descriptions of target population served, services provided, expected outcomes and any collaboration with other agencies.)

7. PLEASE ATTACH BUDGET INFORMATION INDICATING TOTAL FUNDS REQUIRED.

8. WHAT SOURCES OF INCOME ARE CURRENTLY APPROVED FOR THIS PROJECT?

AMOUNT \$ _____

9. WHEN WILL YOU NEED THE FUNDS? _____

10. IS THIS A ONE-TIME NEED OR AN ONGOING PROJECT? _____

11. WHAT OTHER SOURCES OF FUNDS HAVE YOU EXPLORED OR ARE CURRENTLY EXPLORING?

12. HOW DOES THIS PROJECT MEET THE STATED CRITERIA OF THE EMANUEL LUTHERAN ENDOWMENT FUND IN IT'S OBJECTIVE OF "NEW INITIATIVES IN MINISTRY"?

13. SIGNATURE OF APPLICANT _____ DATE: _____

14 SIGNATURE OF SPONSOR _____ DATE: _____

ENDOWMENT FUND GRANT PROCESS

Applications shall be made either by a member of the congregation, a congregant on behalf of an outside-qualified organization, or a qualified organization via the Pastor of the congregation. The term congregation and congregant refer to a member in good standing of Emanuel Ev. Lutheran Church, as outlined in the bylaws of Emanuel Lutheran Church. A qualified organization is a private or non-profit organization tax-exempt under Section 501c (3) of the Internal Revenue Code or a public institution. The organization or program to be funded must be located in the Central New Jersey area with a focus on communities represented by the congregation. Grant decisions are made annually; an organization may submit one application per 12-month period.

FUNDING PRIORITIES

The Emanuel Lutheran Church Endowment Fund seeks to fund new initiatives in ministry in the Central New Jersey community region. These new initiatives should fulfill the physical, emotional and spiritual needs of the people of the Central New Jersey. Some of the following are examples; youth program for New Brunswick, parish nurse program, Spanish Community Outreach Program, or supporting a program developed by an area non-profit/public organization.

The Endowment Fund is interested in innovative ideas that can be sustained over time or that can be replicated. Collaborative efforts, which demonstrate broad community support and the ability to improve the quality of life within the community, are encouraged.

GRANT REGION

The Endowment Fund considers applications primarily from Middlesex and Somerset Counties.

APPLICATION PROCESS TIMELINE

Announcement of funds available at Emanuel Lutheran Annual Meeting January

Applications due in by March 31st

Fund Committee meets to review and process applications March 15th through May 1st

Fund Committee recommendations to Church Council for final approval, May Council Meeting

Funds disbursed by May 31st , or according to an alternate payment schedule that has been approved as part of the proposal process.

Tracking reports due quarterly or semi annual as needed.