

To all Endowment Grant Applicants....

We are pleased to announce that we will have \$11,879.90 to distribute for the 2018 Grant Session.

*These grants are specific to **outreach projects** through your ministry. Please only submit applications for projects that reach out of your ministry to show Jesus love to those far from Him.*

The application deadline is February 28, 2018.

If you have any questions, please contact Colleen Gross at 717.652.0255 or through email @ colleen@eccog.org.

Endowment Grant Application

Please complete your grant application by providing the following information.

Part I: Applicant Information

Church/Organization _____

Mailing Address _____

City _____ State _____ Zip _____

Email Address _____ Telephone _____

Fax _____

Total Project Budget _____ Amount of this Request _____

Is this a first time request for funds? Yes _____ No _____

Are funds being requested from another source? Yes _____ No _____

Who will benefit? Selection one of the following:

_____ Church _____ Missions _____ Sunday School _____ Community

_____ Other _____

Is the project _____ long term _____ short term

Part II: Contact Persons

Pastor _____

Address _____ State _____ Zip _____

Phone _____ Email _____ Fax _____

Board/Council President _____

Address _____ State _____ Zip _____

Phone _____ Email _____ Fax _____

Other Contact _____

Address _____ State _____ Zip _____

Phone _____ Email _____ Fax _____

Other Contact _____

Address _____ State _____ Zip _____

Phone _____ Email _____ Fax _____

We the undersigned hereby make application to the Endowment Committee of the Eastern Regional Conference for consideration of a grant for \$ _____ this _____ day of _____ AD _____.

Board/Council President Date

Secretary or other Officer Date

Pastor (if applicable) Date

Additional name as needed Date

Part III: Attachments

Along with three copies of this form please attach the following:

1. A cover letter addressed to the Endowment Committee.
2. A brief description of the applicant church or organization.
3. A brief description of the project with goals and objectives. (Not to exceed 300 words.). Note: **the project must be outreach in nature.**
4. Any drawings, estimates, etc. of the project.
5. A time line for implementing the project including a start date, benchmarks, and anticipated completion date.
6. Documentation verifying the need for funds such as: (1 copy)
 - Recent financial reports (monthly, quarterly, annual)
 - An Organization/Church budget
 - A detailed budget for the project or for the portion you are requesting funds.
 - A statement of why this project is necessary?
7. A copy of your board or council roster.

Endowment Grant Application Guidelines and Procedures

The Eastern Regional Conference established the Endowment Committee at its 2002 annual session. This committee operates as a task force of the Conference Commission on Stewardship and is directly accountable through the commission to the Administrative Council of the Conference. The committee meets regularly to oversee the funds placed in its care, to provide for the distribution of earnings as may be designated or granted, and to provide the Christian stewardship of financial resources for congregations and individuals. The committee operates under a set of guidelines approved by the conference which define; its purpose and organization, as well as its operations.

Availability

Grants will be awarded once annually through a review process. Applicants meeting the eligibility requirements are invited to submit an application before a deadline of February 28. In any given year disbursement will be dependent upon the earnings of the fund. Grants are to be outreach oriented.

Deadline

Applications must be received at the conference office by the last day of February to be considered for the grant. Late applications will not be held over until the next cycle. They will need to be resubmitted. Please type or print neatly the requested information and submit three copies of your application to the Committee.

Review and Notification

Applications will be reviewed by the Endowment Committee. Applicants will be notified of the committee decision in writing within 60 days from cycle deadlines.

Disbursements

There is a \$4,000 maximum for any one grant recipient in a given year. A single lump-sum payment will be made to the church or organization.

Additional Requirements

Applicants who receive grants must send documentation to the Endowment Committee verifying that the funds were spent for the project requested within one year after the receipt of funds. This accounting and reporting is necessary for any future consideration.