

**Bethany Lutheran Church
Endowment Board of Trustees
Crystal Lake, Illinois**

**Endowment Fund Outside Organization Funding
Application**

Organization Name _____ 501(c)3 Tax Exempt # _____

Address _____

City _____ State _____ Zip Code _____

Email _____

Phone (_____) _____

Contact Person/Phone (_____) _____

Website _____

Project Title _____

Funding Requested _____

Anticipated Date Funds will be Expended or Project Timeframe _____

How did you hear about the Bethany Lutheran Church Endowment Fund? _____

This request qualifies in the following category (refer to page 2):

- _____ Evangelism
- _____ Missions of the ELCA
- _____ Special Projects

Authorizing Signature _____ Date _____

On a separate sheet, in no less than 12-point type, please answer the following:

1. Mission and Goals

- Provide your mission and goals and a brief history of your organization (500-word maximum).

2. Project Description

- Describe your project for the use of the requested funds. Differentiate between funds that are committed and those that may come from other potential funding sources. In your narrative explaining why the Bethany Lutheran Church Endowment Fund Board should approve your application, briefly discuss how it is consistent with our Mission Statement and Guiding Principles. (500-1000 words)

3. Project Budget

- Provide a project budget on the provided template (see page 5).

4. Evaluation Plan

- Submit a plan for evaluating the project within one year of funding. Explain how success will be measured for this project (500-word maximum).

5. Organization's Board of Directors

- Provide the names of the organization's board of directors.

6. Current Budget and Funding

- Provide a copy of the organization's most current budget and list other sources of potential and/or secured funding for this project.

By my signature, I agree that our organization assumes full liability for the program being funded through this application. We hold harmless all officers, employees, agents and members of Bethany Lutheran Church and its Mission Endowment Fund.

In addition, I have the authority to sign and speak for the organizations listed. The information I provided is accurate. I further agree that if the program outlined is not completed within the time frame and specifications outlined, our organization will return upon request the grant monies distributed to us.

My organization agrees to share stories and pictures from our program with Bethany Lutheran Church.

Authorizing Signature _____ Date _____

Bethany Lutheran Church
Endowment Board of Trustees
Crystal Lake, Illinois

Endowment Fund Outside Organization
Project Budget Sheet

INCOME			
Description	\$ Amount	Quantity	\$ Total
<i>Total Income</i>			
EXPENSE			
Description	\$ Amount	Quantity	\$ Total
<i>Total Expenses</i>			
TOTAL			