



Grant Application Form

YOUR FOOTPRINT ON THE FUTURE

Application Guidelines

- **Overview:** *The Peace Lutheran Church Endowment Fund has been established to provide caring individuals with an opportunity to leave enduring financial gifts. These contributions earn income that is used to fund ministries apart from the annual budget.*
- **Grant Focus:** *Grants will be approved for non-recurring program costs or expenses only.*
- **Timetable:** *The Peace Endowment Committee meets annually to discern yearly allocations from the Fund. Established Peace Mission Partners may have priority in funding decisions.*
- **Final Report:** *A final report to the Endowment Committee is requested ONE year from the date of funds received or program completion whichever comes first. The report will summarize the status/ results of the project in relation to the objectives identified in the application.*

We are unable to respond to inquiries as to the status of your request. For questions regarding the application process, please contact the Endowment Committee at: Office@PeaceNB.org.

All application forms (including budget information)
should be mailed to
(no emails or faxes accepted):

Peace Lutheran Church
Endowment Fund Grant Application Committee
1147 S.Walnut Ave, New Braunfels, TX 78130



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PLEASE TELL US ABOUT YOURSELF and YOUR PROPOSED PROJECT/PROGRAM:

Organization Name: _____

Date Submitted: _____

Contact Person: _____

Phone: _____ Email: _____

Project Name: _____

Project Address _____

Briefly describe the mission/goal of the activity/project for which you are seeking funds:

Amount Requested: _____ Total Project Budget: _____

(please attach detailed budget including projected revenue and expense information)

REQUIRED ATTACHMENTS:

- Please attach a more detailed description (*limit your project narrative to 5 pages or less*) of the proposed activity/project including the following details:
 - Identify the objectives to be achieved and describe what methods you will use to achieve the objectives
 - Include a timetable of the activity/project
 - Include a statement of the benefits to be achieved by the activity/project
 - If additional funds will be required to carry out the activity/project, please identify the source or prospective sources of funds and the amount expected from each source
- Itemized budget



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PROCESS FOR SUBMITTING THE GRANT APPLICATION:

The Endowment Fund Committee meets throughout the year. To obtain the necessary approvals, plan to submit the grant application by November 1st.

Process:

- Application received by Endowment Committee
- Application reviewed by Endowment Committee
- Applications submitted to Peace Lutheran Church Council for review/selection
- Signature of Pastor
- Grant Recipient(s) notified of Council’s decision

INTERNAL USE ONLY:

Date Received: _____ Initials: _____

Date Reviewed: _____ Initials: _____

Date Voted On: _____ Initials: _____

Vote Outcome:	<input type="checkbox"/> Funded	Amount: \$ _____	Initials: _____
	<input type="checkbox"/> Not Funded		Initials: _____

Notification Date: _____ Initials: _____

Signature: _____ Date: _____
Jake Fain, Pastor