HOLY TRINITY
LUTHERAN CHURCH

HTLC Endowment Fund Grant Request Form

Endowment Team Mission Statement: The mission of the Endowment Fund Team is to encourage, receive, and administer gifts in a manner consistent with the loyalty and devotion to our Lord as expressed by the donors to enhance the outreach of HTLC apart from the general operation of the congregation. The endowment fund is a perpetual gift that distributes only the income each year. Income distributions benefit:

- Evangelism
- Missions
- Youth Ministry
- Local Benevolence
- Special Needs of the Church

Organization/Group/Ministry Team:

Date of request:

Contact:

Phone:

Email:

1. What event, program or item does your Organization/Group/Ministry Team propose to spend available Endowment Fund grant dollars for? Please list as much detail as possible, including cost estimates and two bids where appropriate.

2. If funds are being requested for a new program, what is the sustainability plan past the end of the grant funding?

3. Why does your Organization/Group/Ministry Team need this grant? If a Ministry Team is making the request, why does your team need funds outside of your annual budget.

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4. What other sources are contributing financially to your effort, including your own 5. Organization/Group/Ministry Team? If so, what is the amount?

5. What was the process used to identify the need for this project and who was involved in this process?

6. Who are the beneficiaries of this project/item and how will they benefit?

7. List any Holy Trinity Lutheran Church members who were involved in your request or who referred you to the Endowment Fund.

8. Are there any pressing deadlines associated with your request?

9. Who is responsible for coordination of this request should you receive the funds requested? Please list the name and address that should be listed on the check.

10. How does your request fit within the Endowment Fund mission?

11. What is your timeline for completing the project or activities identified in your proposal?

Submit to: Holy Trinity Lutheran Church Office
1300 East Main Street, New Prague, MN 56071
Or e-mail: office@holytrinityonline.org