

**HIGHLAND UMC ENDOWMENT FUNDS**

**GRANT APPLICATION**

(Please return this completed application to the Chair of the Endowment Committee)

Date Submitted: \_\_\_\_\_ Requested Amount: \_\_\_\_\_ (Provide itemized grant request budget)

Highland Ministry Area: \_\_\_\_\_

**or**

Type of organization

501 (c) (3)  Other

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

**If "501", please attach a copy of 1. your IRS determination letter, 2. list of board members & officers & their contact information, and 3. a copy of your bylaws and mission statement.**

1. If this is a ministry area of Highland, who is the Chair Person of this ministry area?

\_\_\_\_\_

2. Who will present the Request to the Endowment Committee?

\_\_\_\_\_

3. If the funds are to support a Highland ministry area, did that ministry area approve this request by vote?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

4. What will funds be used for (describe the project or program)? Attach additional sheet if needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. Have any funds been spent or committed? \_\_\_\_\_

6. When will the funds be spent? \_\_\_\_\_

7. Is this Request an emergency or can it be presented at the next scheduled Endowment meeting? \_\_\_\_\_

8. Can the requested funds come from the church's operating budget? \_\_\_\_\_

9. What happens if this Request is not approved by the Endowment Committee?

\_\_\_\_\_  
\_\_\_\_\_

10. Any other information that the requesting ministry area believes the Endowment Committee should consider.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested By: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Highland Committee Chair or 501 (c) (3) Organization Representative

Contact person: \_\_\_\_\_ Phone 1: \_\_\_\_\_

Email of contact person: \_\_\_\_\_ Phone 2: \_\_\_\_\_

Grant Approved : \_\_\_\_\_ Yes \_\_\_\_\_ No Date of Action: \_\_\_\_\_

Comments Regarding Decision, including funding source (s): \_\_\_\_\_

Amount: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Endowment Committee Chair