

Attachment D

Immanuel Lutheran Church Youth Endowment Fund Grant Request Form Guidelines

The Immanuel Lutheran Church (ILC) Youth Endowment Fund exists to support ILC youth as they seek to advance ILC's purpose, "*We Share God's Gift of Love with All*" through responsible stewardship of gifts made to the fund. Grants must provide enrichment for programs targeted to ILC youth.

Guidelines

ILC Children and Youth Ministry Leader, Chair of the Young Ministry Committee or Pastor submits the grant request form.

The Endowment Committee receives, reviews and approves Youth Endowment Fund Grant applications.

Youth Endowment Fund Grant Requests will be accepted through November 30th and awards granted before the end of the current year.

All funds must be used for the purpose specified in the grant application. The Endowment Committee allocates funds each year based on the Distribution policy and each annual allocation may be held in the Youth Endowment Allocation Fund for up to three years from date of grant to allow the funds to be used at any time during the three-year Youth Mission event cycle (Give Back, Give Out, Fill Up). Any funding not spent within three years from the date of allocation will be returned to the ILC Youth Endowment Fund.

Applicants who receive a gift will submit their final report 30 days after completion of the project/program or no later than December 15th of the year the grant was received and used.

Applications and interim / final reports shall be submitted to:

Immanuel Lutheran Church Endowment Committee
707 W Fort St.
Boise, Idaho 83702

To be read and signed by the person responsible for the requested funds:

I signify by my signature below that the information I have provided in this application is true and accurate to the best of my knowledge. I agree that if awarded a grant from the ILC Youth Endowment Fund, these funds will be utilized only for the purpose outlined in the grant application submitted to the Endowment Committee. I agree to provide the required reports (referenced above in the Guidelines section). I agree to promptly return any funds not used to the ILC Youth Endowment Fund. I give the Endowment Committee permission to have the information submitted in this application reviewed by the Endowment Committee members, and give permission to the Endowment Committee to publicly acknowledge the program.

Signature _____

Date Signed _____



Attachment E (page 1 of 2)

**Immanuel Lutheran Church (ILC) Youth Endowment Fund
Grant Application Form**

Contact Information (please print)

| | | |
|---|----------------|------------------|
| Person completing this application | Last name | First name |
| Mailing address | Street address | City, State, Zip |
| Phone contact | Home, Business | Cell |
| Email address | | |

Are YOU the person responsible for administering the requested funds? YES NO

If "NO", provide the responsible person's Name and Contact Information below:

| | | |
|---|---------------------------|------------|
| Person responsible for administering the requested funds | Last Name | First Name |
| | Contact Information _____ | |

Project/Program Goal:

Reflecting on our church's purpose, "We Share God's Gift of Love with All", describe how the requested funds will be used to enrich the youth of Immanuel. (Attach a separate page if desired.)

Attachment E (page 2 of 2)**Project/Program Need:**

Please include any data or statistics regarding your request for this funding. (Attach a separate page if desired.)

Target Population:

Who will benefit from this funding? (specify which youth are involved)

Expected Outcomes:

How will the outcomes affect the target population and how will you measure it? (For example: Number of individuals affected, Expected benefits, etc.)

Project/Program Details:

1. What is the timeline for this project/program?
2. How will the work be accomplished?
3. What areas exist for involvement of others in ILC?

TOTAL AMOUNT REQUESTED FROM THE ILC YOUTH ENDOWMENT FUND \$_____