

COK Endowment Fund Grant Guidelines

- Requests will be limited to COK members and recognized COK program committees
- Not-for-profit applicants only
- Mission programs and projects which would not be feasible utilizing regular stewardship, benevolence, social ministry and evangelism funding
- Scholarships granted for Christian ministry students only
- Approved funds will be sent directly to destination of benefit when possible
- Grant approval from either Designated or Undesignated funds will be based on availability of funds

Christ Our King Lutheran Church

Endowment Fund Grant Application

*To facilitate Christ Our King Lutheran Church's mission by promoting
effective stewardship of God's financial treasures*

Name of Organization/Committee/Congregational Member: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____ Fax: () _____

Contact Person: _____ Title: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____

Email Address: _____

Organization Federal ID Number: _____ Non-Profit Status? Yes ___ No ___

Project Name: _____

Total Cost of Project: \$ _____ Amount Requested: \$ _____

Date Project Begins: _____ Project Duration: _____

What areas of ministry will be impacted by this project? _____

How many people do you anticipate will benefit from this project? _____

How will this project fulfill the mission statement of Christ Our King and COK Endowment Fund?

Completion of a six month follow-up form will be required of grant recipients. How will this ministry follow up and disciple those it reaches? _____

On separate paper, please describe in detail how these funds will be used and how this project enhances the Mission of Christ and the ministries of COK. Explain the project's goals, objectives, timeline and desired outcomes. Please include a copy of the project budget for all requests over \$1000, showing all project revenues and expenses, itemizing where the funds will be distributed.

Applicant Name (Please print)

Date of Application

Applicant Signature

For Endowment Fund Committee use only

Comments: _____

Committee Recommendation: Approve _____ Decline _____ Amount \$ _____

Signature: _____ Date: _____

Grant Distribution(s):

Amount: \$ _____

Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Christ Our King Endowment Fund

Follow-Up Report

Grant recipients must submit a final progress report to COK Endowment Fund Committee, sharing the results of the grant and how the grant funds were allocated. (Subsequent grant applications to be considered by COK EFC will be declined until the Follow-Up Report is received).

It is imperative to remember that COK endowment funds must be expended for the purpose of which they were granted. Funds not used for that approved purpose must be returned to the COK EFC unless prior approval has been granted.

Please complete the following information and return to COK EFC within 6-12 months after receiving the grant funds. Please attach your responses and return to COK EFC at: Christ Our King Lutheran Church 3255 Waterworks Rd Saline, MI 48176 (734) 429-9200

1. Please share briefly how the grant funds were used in accordance with your request.
2. How has this project impacted those whom it has reached and disciplined to?
3. Please share any photos, articles, appropriate receipts and/or invoices (for all non-direct transfer funds) ...etc. regarding the project.

Grant project name/ title: _____

Grant amount: _____

Project start and completion date: _____

Project contact person: _____

Address: _____

Phone number(s): _____

Email: _____

Person preparing this report: _____

Signature/ date: _____