

Request for Use of Endowment Funds Form
Trinity Lutheran Church
Saint Peter, Minnesota

Adopted by Congregational Council: 05/12/2021

THE FUND

The Endowment Fund provides funds for ministries, programs, appeals, and special projects outside the scope of the church's operating budget.

WHO MAY REQUEST FUNDS

Any standing committee, member of the congregation, Pastor, or staff member may request that Endowment Funds be used for a specific purpose.

INSTRUCTIONS

To request the use of Endowment Funds please fill out this form and turn it in to the financial secretary. You will be notified once your request has been reviewed by the church council.

Trinity's mission is to **gather** in worship, **grow** in faith, and **go** in service. How will the requested funds be used to further the mission of Trinity?

Timeline (for planning, promoting, executing, including the anticipated end date for the project)

Budget Breakdown (other expected income and all expenses)

Income: *ex: registration fees* _____

Expenses: _____

What is the expected outcome you hope to achieve?

Name of Requestor: _____ Phone: _____ Date: _____

Signature of Requestor: _____ Dollar amount requested: _____

After your project is completed, please submit a narrative "telling the story" of how your project furthered the ministry of Trinity. Include pictures if possible.