**GRANT REQUEST FORM**

**THE PRESBYTERIAN CHURCH OF THE COVENANT**

**ENDOWMENT FUND TRUST**

**WILLIAM E. BRYAN FUND**

William E. Bryan left a gift of over $1,000,000 to the PCOC Endowment Fund Trust. His gift stipulates that one half of the earnings from the gift be used for improvements, repairs and/or additions to church real and personal property and equipment as the Endowment Committee of the PCOC shall determine. Further, the remaining one-half of the earnings from the gift shall be used to fund mission activities as the Endowment Committee of the PCOC shall determine.

This form is to be used to request a grant of funds from the Endowment Fund Trust. The requesting person submits this form to either the Mission Committee or to the Buildings and Grounds Committee of Session for approval. The Elder responsible for either Buildings and Grounds or Mission Activities will then sign off on this form indicating approval or denial of the request. If approved, the request will then be forwarded to the Endowment Committee for its approval or denial. Please attach additional sheets if necessary. If you have any questions, please feel free to contact any member of the Endowment Committee.

1. Applicant – Person writing the grant request and the group that will benefit from the request.

[Begin typing HERE, and the space will automatically expand and can be EDITED: \_ ]

1. Amount – Please specify the dollar amount requested and the period of time over which the funds will be needed. For example: “$1,500 to be spent during June and July of this year with an additional $2,000 from the participant’s fund-raising campaign.” Also include other sources of funding, fund-raising efforts, matching grants, and appropriate budget estimates to support this request. [If needed, attach extra pages to this Form.]

[Begin typing:\_ ]

1. Description of Purpose – Please describe the purpose for the funds. How will the funds be used? Also state why you believe this use furthers God’s purposes.

[Begin typing:\_ ]

1. Additional Comments – Please provide any additional comments or information which you believe will assist the Endowment Committee in making its decisions.

[Begin typing:\_ ]

1. Attachments – Please list any attachments included to support your Grant request.

[Begin typing:\_ ]

**THE FOLLOWING ITEMS (6. To 10.) ARE TO BE COMPLETED ONLY IF YOU ARE APPLYING FOR A SIMILAR OR IDENTICAL GRANT FROM A PRECEDING YEAR.**

1. What was the dollar amount(s) of your previous Grant(s) and in what year(s) did you receive it?

[Begin typing:\_ ]

1. How was the Grant spent and what dollar amount of the total Grant was actually spent?

[Begin typing:\_ ]

1. Explain why this effort was a good use of Endowment Fund Trust Grant Funds?

[Begin typing:\_ ]

1. Were the stated goals of your previous Grant met and what were those goals?

[Begin typing:\_ ]

1. What were the results of the use of these Grant funds? What specific projects were completed? Alternatively, what mission or outreach was supported or what audience did PCOC reach?

[Begin typing:\_ ]

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NOTE: Highlighted typing areas below will automatically expand as you type in data.

Date Submitted: [Begin typing HERE:\_ ]

Requesting Person: Printed Name: [Begin typing: \_ ]

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: [Begin typing: \_ ]

Email: [Begin typing: \_ ]

* Mission: Sponsoring PCOC Committee of Session (please indicate) OR,
* Buildings and Grounds: Sponsoring PCOC Committee of Session (please indicate)

Sponsoring Elder’s Printed Name: [Begin typing: \_ ]

Sponsoring Elder’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DECISION OF THE ENDOWMENT COMMITTEE – as of this date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Approved as submitted, in the following amount for the current year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Approved with equal matching funds requirement, in the amount of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Deferred, pending the receipt of additional supporting information: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Denied: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Endowment Fund Trust Committee Moderator, Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_