

**St. John/St. Paul Evangelical Lutheran Church Endowment Fund**  
**Grant Information and Application for 2023 Grant period**  
2726 West Market Street, Fairlawn, Ohio. 44333  
Phone: (330) 836-8811

**Background:**

The St. John/St. Paul Evangelical Lutheran Church Endowment Fund was established to preserve and widen the ministry and outreach efforts of the congregation of St. John/St. Paul Evangelical Lutheran Church, which has now combined with Faith Lutheran Church. The Fund's mission statement: Enabling faith-based organizations to share God's gifts with those in need.

Grants support projects and programs of faith-based organizations affiliated with the ELCA Northeastern Ohio Synod and certain other legacy ministries supported by the Fund.

**Eligible Uses**

Requests should fulfill one or more of the following:

- Provide seed money for new outreach programs
- Support existing outreach programs that have not yet become self-supporting.
- Support programs specifically designed to reach people who are not currently being served by the grant applicant.
- Provide education and/or training for congregation members or staff consistent with the Endowment Fund's outreach mission.

**Grant money cannot be used to support general operating expenses of the applicant**

In order to be considered, the applicant organization (Other than Faith Lutheran Church, Fairlawn, Ohio or its internal ministries) must complete (as applicable) and submit all of the following documentation: (Mark a check in front of each completed component)

- ☐ Grant Application-complete the entire document
- ☐ Project Budget - attach a document with a detailed budget for the entire project requesting period
- ☐ List of key organization and project personnel with titles.
- ☐ Total approved Operating Budget for the organization
- ☐ 501 (c) (3) Determination Letter of Affirmation or Affirmation Letter dated within the last five years
- ☐ Prior year-ended audited financial statement and/or form 990
- ☐ Honors, Awards, or Recognitions

Completed applications can be emailed to [lindaereyes78@gmail.com](mailto:lindaereyes78@gmail.com) or mailed to St. John/St. Paul Evangelical Lutheran Church Endowment Fund, c/o Faith Lutheran Church, 2726 West Market Street, Fairlawn, Ohio 44333.

**Submissions will be accepted May 1-June 30 for funding available September 2023.**

Applicants must resubmit a grant application for each funding period requested. Previous applications cannot be **re**considered.

- Applicants will be notified of their funding status within 90 days of the application deadline.
- Funded organizations must provide a final report within one (1) year of award receipt, or before submitting any further grant application to the St. John/St. Paul Evangelical Lutheran Church Endowment Fund, whichever occurs first. Any unexpended funds shall be returned with the report.
- The Endowment Board reserves the right to require an interview and project site inspection with an applicant representative.

**FOR INTERNAL USE ONLY**

Date Received\_\_\_\_\_

Date Reviewed\_\_\_\_\_

Funded Y\_\_N\_\_

Amount\_\_\_\_\_

## Grant Application

### St. John/St. Paul Evangelical Lutheran Church Endowment Fund c/o Faith Lutheran Church

2726 West Market Street, Fairlawn, Ohio 44333 Phone: (330) 836-8811

*Please fill out the application below and return to the address listed above. Incomplete applications will not be considered for funding.*

#### SECTION ONE: Organization Information

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

Are you a 501(c) (3) organization? Yes\_\_\_\_ No\_\_\_\_

If yes, list your Federal ID# \_\_\_\_\_

Are you an organization affiliated with the Northeastern Ohio Synod of the ELCA or one of the legacy ministries supported by the Fund? Yes\_\_\_\_No\_\_\_\_ If no, you cannot apply for a grant under your current organization.

Contact Name: \_\_\_\_\_ Title\_\_\_\_\_

Organization Street Address: \_\_\_\_\_

Organization Preferred Mailing Address: \_\_\_\_\_

Contact Email: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Project/Program Name: \_\_\_\_\_

Amount of Funding Request: \$ \_\_\_\_\_

## SECTION TWO: Project Narrative

Provide a brief narrative of your proposed project or program. Attach a narrative and any additional documents to the application. In your narrative, please include the following:

- Note the “Eligible uses” (as described on the application cover page) your project meets.
- Describe the target population to be served by this grant.
- How will you measure the success of the program?
- List of key organization and project personnel, with titles
- List any organization you are partnering with to provide this program/project/service
- Have you applied for a St. John/St. Paul Evangelical Lutheran Church Endowment Fund Grant before? If yes, please describe the project.

## SECTION THREE: Financial and Supporting Documents

Have you applied to other organizations for this project? If yes, list the organizations and when you applied:

Grantor	Amount Requested	Amount Funded
1.		
2.		
3.		

### Required information and documents: Only for nonFaith Lutheran Church organizations

- 501 (c) (3) Determination Letter or Affirmation Letter dated within the last five years.
- Organizations’ prior year-end audited financial statement and/or IRS Form 990.
- Honors, awards, and recognitions
- Project Budget (A sample form is available on our webpage if needed)

I certify that the information in this application is correct to the best of my knowledge. I understand that if the project is funded, a follow-up report must be submitted within one (1) year of award receipt, or before submitting any further grant application to the St. John/St. Paul Evangelical Lutheran Church Endowment Fund, whichever occurs first.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

## **St. John/St. Paul Evangelical Lutheran Church Endowment Fund Grant Application Checklist**

***This list is designed to help you and need not be turned in with your application.***

Did you remember to:

Complete all applicable parts of the Grant Application?

Sign and date the Application?

Include Project Budget information? (Sample Budget form is available if needed)

Include Supporting Project Documents?

Include your Final Project report form, if applying for another Grant, if not previously submitted.

The following are required and applicable for all applicants EXCEPT internal Faith Lutheran Church programs:

Mission Statement

List of Key Organization and Project Personnel, with titles

Organization's Operating Budget

501 (c) (3) Determination Letter or Affirmation Letter dated within the last five years.

Prior year-end audited financial statement and/or IRS Form 990.

Honors, Awards, or Recognitions.

Completed applications should be returned to:

St. John/St. Paul Evangelical Lutheran Church Endowment Fund  
c/o Faith Lutheran Church  
2726 West Market Street  
Fairlawn, Ohio 44333

You may also email applications to [lindaereyes78@gmail.com](mailto:lindaereyes78@gmail.com)

Please do not consider an application officially submitted until you have received a confirmation email.