

St. John/St. Paul Evangelical Lutheran Church Endowment Fund
Grant Information and Application for 2024 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 is: **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.

Required Documentation

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. (Check each completed component.)

- Grant Application - complete the entire document.
- Project Budget - attach a document with a detailed project budget for the requested time 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-end financial statement and/or form 990

Completed applications can be emailed to sfselby@me.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 2024.

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

- 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 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 | Date Requested | Amount Funded |
|---------|------------------|----------------|---------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

Required financial and supporting documents:

Please see the application cover page and include the listed documents.

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? (A 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

Project Budget

Organization's operating budget

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

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

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 sfselby@me.com

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