



**Germantown United Methodist Church
Endowment Committee
REQUEST FOR ENDOWMENT FUNDING**

Requestor:

Date:

To be completed by the Requestor:

1. Title of Request:

2. Endowment Funding Category *(check all that apply)*

- Missions Property General Endowment
 Youth Senior Members

3. Description of Funding Need:

4. Does this Request meet a serious and legitimate need of the church or a crisis/extraordinary situation for the church?

How?

5. What is the amount requested? _____

6. Is this amount a one-time request or will additional funds be needed?

7. If additional funds are needed, in what amount and/or frequency?

8. Will this program become self-sustaining in the future? Yes No

If no, how will it be funded in the future?

9. Does this represent a new program or project? Yes No

If no, how was it funded in the past?

10. Can the Request attract matching funds to multiply its result? Yes No

If yes, how?

11. Who will benefit by the completion/implementation of the requested program?

12. What is the start date for this program?

Completion date?

13. What is the total budget for this program/project?

Signature of Requestor

Signature of Chairperson of sponsoring GUMC Committee

Instructions to the Requestor:

1. Submit completed copy of Request Form (electronic or hard copy) to Rev. Brad Gabriel for distribution to the Endowment Committee at next meeting.

To be added/considered by the Endowment Committee:

1. Will the approval of the Request deplete funds in the face of other important needs?
2. Do the requestor and/or the church have the necessary knowledge and expertise to wisely accept and use the Funding money?

If not, what additional expertise will be needed to execute the requested endeavor?

Can this additional expertise be included within the existing Fund Request? (Y)(N)

3. Does the Request represent an over-concentration of funding in a particular Endowment Gift Category?

Decision of the Endowment Committee: _____

Signature of Chairperson, Endowment Committee

Date _____

Instructions to Endowment Committee:

1. Return one copy of this Fund Request Form to the Requestor within two (2) weeks of the decision date above.
2. Return one copy of this Fund Request Form to the Chief Administrative Officer for retention in the Endowment Committee records.
3. Return one copy of this Fund Request Form to the Chairperson, Endowment Committee for disbursement of requested funds.
4. Return one copy of the Fund Request Form to the Secretary of the Endowment Committee for inclusion in the church records.