

ELC Mission Endowment Distribution Request

Requester (Contact) Name: _____ Date: _____

Tele#: _____ E-Mail ID: _____

Funds to be used from Account (Check One) General ___ Children's Ed. ___ Women of ELC ___

Amount Requested: \$ _____ Ministry Team/Committee or Other Organization: _____

Recipient of Funds Requested: _____

Purpose (Supporting Justification) of Funds Requested: _____

Check the following category that applies:

ELC Mission Purpose not to include normal operating expenses of ELC as mutually agreed by the Mission Endowment Fund Committee and the ELC Church Council

Local mission work of the ELC congregation (for example; Backpack project, Garage No Sale, Ellsworth Food Pantry)

Regional/National Ministries (for example; Bible Camp, Lutheran Disaster Relief, seminaries, colleges etc.)

Global Ministries (for example; Lutheran World Relief, Malawi companion synod and other country missionary relationships, World Hunger, Malaria etc.)

For ELC Endowment Fund Committee Use Only: (Requests Expire if not fulfilled within 90 days of approval)

Approved Amount \$ _____ Disapproved Deferred Date: _____

Reason: _____

Two of the following three committee members signatures required:

Committee Chair: _____

Treasurer: _____

Secretary: _____

ELC Mission Endowment Distribution Request Procedures

1. Refer to the following documents for initial guidance;
 - a. Permanent Resolution to Establish the Mission Endowment Fund of English Lutheran Church
 - b. English Lutheran Church Mission Endowment Fund Policy
2. Requests for ELC Mission Endowment Funding will be reviewed, approved/disapproved and disbursed quarterly. A request could be deferred until the next quarter.
3. A completed ELC Mission Endowment Distribution Request form is required; Requests will be reviewed by the committee and approved/disapproved/deferred at the first meeting following the receipt of the next quarterly ELCA Foundation Pooled Trust income distribution to the ELC Endowment Fund accounts.
4. Requests are approved/disapproved or deferred by a majority(Four or more) of the ELC Mission Endowment Fund Committee.
5. Approved distribution requests expire if not fulfilled within 90 days of approval.