

**BOTHELL UNITED METHODIST CHURCH
2016 ENDOWMENT FUND GRANT APPLICATION**

The Endowment Committee is accepting applications for grants from the permanent Endowment Fund. Money for the grants is generated from the interest earned on this account and becomes available at the end of January each year. The Endowment Committee has set the period of February 15 through March 31, 2016 as the Application Period. Applications will be reviewed by the Committee shortly after that period and specific grants will be determined.

According to the terms of the endowment, all requests for funds must be for charitable purposes (primarily the promotion and development of religious, charitable and educational activities) or for expenditures related to maintenance and upkeep of church property, including equipment.

Applications must be received by March 31, 2016. Each application must be complete.

INSTRUCTIONS:

1. Research all financial costs, impact to physical church property, labor needs, time commitments, etc., that are involved in your request. Provide documentation as appropriate.
2. If your request involves another ministry area besides your own, please contact them. If it involves church property, contact the Trustees first.
3. Requests must be clearly stated and must be for specific projects.
4. Completed forms should be returned to the Church Office.

Once grants are awarded they will be available as reimbursable funds. You may access them by submitting receipts to the bookkeeper using the church vouchers.