



Mission Endowment Fund 2012 Information and Application Form

Introduction

Through the generous gifts of its members, Zion Evangelical Lutheran Church of Waterville, Ohio, is pleased to offer grants for Mission purposes beyond Zion and its congregation. Zion's Endowment Committee administers the Fund through an application process.

The following information explains the application process and timetable. All applications must be in writing and all information must be provided. All grant applications must be **submitted** and **sponsored** by an active member of Zion Evangelical Lutheran Church. In the interest of efficiency and uniformity, the Endowment Committee will evaluate all requests based on written applications rather than personal interviews with applicants.

Categories

The Endowment Committee is looking for primarily one-time projects that will stimulate and facilitate God's work both within the local community and beyond. The Committee has an interest in helping others as a partner in Christ. Applications for on-going operating or budget support, including salaries, will generally not be considered. Grants will only be awarded to tax-qualified charitable organizations. The Committee will consider and evaluate all appropriate grant applications that are related to the following categories. The Committee is responsible for fulfilling the purpose of the Mission Endowment Fund; that is, to provide annual distributions beyond the operational needs of Zion to the ministries as stated below:

1. Organizations, projects or ministries recommended by the office of the Bishop of the Northwestern Ohio Synod, ELCA;
2. Outreach into the local community;
3. One-time extraordinary programs or start-up costs of other outreach initiatives that will enhance or expand the mission of this congregation;
4. Seminary education, either directly through scholarships to one or more individuals studying at an ELCA seminary or indirectly through scholarships to individuals selected by Trinity Lutheran Seminary, Columbus, Ohio (Seminary Scholarships may be awarded over a multiple year period); and,
5. ELCA church-wide ministries.

2012 Dates

All grant applications must be received in the church office no later than March 12. The Endowment Committee will review all applications by May 14. After May 14, ballots will be prepared and mailed to all congregation members to vote on the proposed projects and beneficiaries. All ballots that are properly returned and verified by July 16 will be counted and compiled by the Endowment Committee. The Endowment Committee will present the voting results to the Congregation in early September and recognize the recipients at Zion's worship services on Mission Sunday, October 21. Disbursements will be made by the Trustee and will be forwarded by mail.

Procedure

The Endowment Committee will review the applications by May 14 to determine if they meet the grant criteria. Qualifying applications will be reviewed and must be approved by the Committee in order to be presented to the Congregation for voting. It is hoped that there are at least three proposals in each category to be voted on. However, if there are no appropriate applications submitted and approved in a particular category, none will be presented. **Applications without a Zion sponsor or that are otherwise incomplete will not be considered.**

Funding

Application proposals should be limited to no more than \$10,000 per request. It is anticipated that the Mission Endowment Fund will provide approximately \$90,000 on an annual basis. This amount will be allocated among the appropriate categories listed above. The amounts allocated to each category will vary depending upon the number of approved applications, how well they match the mission objectives, and the results of the Congregation vote. Additionally, any project appearing on the ballot may receive full, partial or no funding.

Application

An active member of Zion must sponsor each application for a grant from the Mission Endowment Fund. Outside organizations or groups seeking grants must be sponsored by a Zion member. Additionally, the Committee may work directly with the Bishop's Office, Trinity Seminary or Seminary students. The application form must be filled out in its entirety. Additional information that the applicant wishes to supply should be attached to the application. The application must be received in the church office by March 12 to be considered for funding in October. Any questions in regard to this application process should be directed to Zion Lutheran Church at 419-878-0266.

Additional applications may be downloaded from: www.zionwaterville.com.

If you download the application, you can enter all information on the form using a computer. It is a "fill in the blanks" document that can be saved on a computer. After all information is entered, you may print a copy and mail it to the church office, or you may attach the document file to an email. Be sure to include the words "endowment application" in the subject line of the email.

Printed applications should be mailed to:

The Endowment Committee
Zion Lutheran Church
22 North Second Street
Waterville, Ohio 43566

Applications submitted as an email attachment should be addressed to:
lsellers@zionwaterville.com



ZION LUTHERAN CHURCH

W A T E R V I L L E • O H I O

2012 Mission Endowment Fund Application

The applicant must submit this application by March 12, 2012 to receive consideration for funding in October. Applications that properly fit the grant categories and are selected by the Committee will be presented on the Congregational ballot. Allocations will be based primarily on the vote of the congregation. Application proposals should be limited to \$10,000 per grant request.

Date of application _____ Grant amount requested _____

Organization name _____

Address _____

City _____ State _____ Zip code _____

Phone _____

Organization contact person _____

Address _____

City _____ State _____ Zip code _____

Phone _____ E-mail _____

Zion member sponsoring this application:

Member name _____

Address _____

City _____ State _____ Zip code _____

Phone _____ E-mail _____

List the purposes for the grant and the ways in which funds would be used.

Describe how the organization's work supports Christ's mission.

List other groups or agencies that support this organization.

Give a brief history of this organization or group and its mission.

Explain how success will be measured in this project. Name and give contact information for the person who will accept that responsibility.

Provide a description of the organization and the purpose of the grant requested. This should be limited to 100 words. If selected, **this description will appear on the ballot presented to the congregation**. You may attach a separate sheet for this purpose, if you choose. Examples from a prior year's ballot are available through Zion's office.

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