

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 6 months 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 6 months of approval.