

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM

OVERVIEW:

The Bethlehem Lutheran Church Foundation has been established to provide donors an opportunity to leave enduring financial gifts. These contributions earn investment income that is used to fund Bethlehem ministries apart from the annual budget or ministries and programs that are connected in some way to the values, vision and purposes of Bethlehem Lutheran Church Twin Cities.

TIMETABLE:

The Board of Directors of the Bethlehem Lutheran Church Foundation meets four times each year. All applications are due by January 1, April 1, July 1, or October 1 to be included for consideration at the regularly scheduled quarterly meetings.

PROCEDURES:

All applicants must submit requests for grants on the approved Bethlehem Lutheran Church Foundation Application form, which may be revised from time to time.

Please complete only the pages that relate directly to you as the applicant: (1) from a person or ministry within Bethlehem Lutheran Church Twin Cities; (2) from a Bethlehem/Spirit Garage member attending seminary; or (3) from an organization that is not part of Bethlehem Lutheran Church Twin Cities.

When complete, mail the application to:
Bethlehem Lutheran Church Foundation
Attn: Grants Review Committee Chair
4100 Lyndale Ave. So.
Minneapolis, MN 55409

Applications may also be emailed to bridgebuilders@bethlehem-church.org, with one-word "GRANT" in the subject line.

If further information is required, you will be contacted by the grant review committee before the meeting.

QUESTIONS:

If you have any questions, please call 612.312.3400 (which is Bethlehem Lutheran Church Minneapolis) and ask to leave a message for a Foundation Officer (all of whom are volunteers and not on staff of the church) or you may send an email to bridgebuilders@bethlehem-church.org with one word "GRANT" in the subject line.

Thank you for your interest in the Bethlehem Lutheran Church Foundation and its endeavors.

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From a person or ministry within Bethlehem Lutheran Church Twin Cities

(Page 1 of 2)

PROCESS:

This request must go through a channel of endorsements from a sponsoring committee or Organization and the senior pastor as well as the recommendation of the church council, which meets on the 3rd Tuesday of each month, before being submitted to the BLC Foundation. Please do not submit this form to the Foundation until the appropriate signatures have been obtained.

Generally speaking the BLC Foundation will entertain requests for funding from inside the Bethlehem Lutheran Church Twin Cities community for:

1. Continuing education/enrichment for Bethlehem clergy and staff ... While the BLC Foundation will encourage the congregation to provide continuing education for clergy and lay staff through its general budget, the BLC Foundation may supplement these provisions with sabbatical grants and special educational opportunity grants.
2. Church building and equipment needs
3. Programs or projects, which fall outside the church budget... Grants will be approved for non-recurring costs or expenses only.

PLEASE TELL US ABOUT YOURSELF AND THIS REQUEST:

Staff Member/Committee/Organization:

Contact Person:

Telephone: Email:

Briefly describe the purpose of the activity/project for which you are seeking funds:

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From a person or ministry within Bethlehem Lutheran Church

(Page 2 of 2)

AMOUNT REQUESTED:

Signature of Sponsoring Committee/Organization: _____ Date: _____

Signature of Senior Pastor: _____ Date: _____

Signature of Church Council President: _____ Date: _____

- Please attach a more detailed description of the proposed activity/project
- Identify the objectives to be achieved and describe what methods you will use to achieve the objectives
- Include a timetable of the activity/project
- Include a statement of the benefits to be achieved by the activity/project
- If additional funds will be required to carry out the activity/project, please identify the source of those funds and the amount expected from each source

Process for submitting the grant:

The Foundation meets quarterly—in the months of January, April, July, October. To obtain the necessary approvals, plan to submit the grant the first Tuesday of the month prior to the Foundation Meeting to the sponsoring team/organization. For example if the Foundation meeting is in July, the application should be approved by the sponsoring committee at the beginning of June.

Process:

Signature of sponsoring team/organization	First of month
Signature of senior pastor	First Tuesday of month
Copy input with council packet	Second Tuesday of month
Council meeting approval	Third Tuesday of month
Submitted to Foundation	First of month of Foundation meeting

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From a member of Bethlehem Lutheran Church or Spirit Garage who is attending,
or is planning to attend, a Lutheran Seminary

(Page 1 of 2)

PROCESS:

This request must come as a recommendation of a current Pastor of Bethlehem Lutheran Church Twin Cities and/or Spirit Garage before being submitted to the BLC Foundation. Please do not submit this form to the BLC Foundation until an appropriate signature has been obtained.

PLEASE TELL US ABOUT YOURSELF:

Name:

Mailing Address:

Telephone: Email:

Degree you are pursuing:

Career objectives following graduation:

Length of time you expect to be in this program or completion date: Seminary
Name/Mailing Address:

Your account number at the Seminary:

Your total tuition obligation this (first, second, third, fourth) year: The estimated total tuition obligation to obtain your degree: Please identify annual expenses other than tuition:

AMOUNT REQUESTED FOR THIS YEAR:

Signature of Pastor:

Date:

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From a member of Bethlehem Lutheran Church or Spirit Garage who is attending,
or is planning to attend, a Lutheran Seminary

(Page 2 of 2)

For an initial application:

Please list your Bethlehem/Spirit Garage membership information below ... Please include information from membership at a previous congregation if necessary, including baptism, confirmation, participation in activities, etc. You may attach a separate sheet if you prefer.

For a renewal application, due by July 1 each year:

Please summarize relevant activities thus far and/or assignment for internship year:

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From an organization that is not a part of Bethlehem Lutheran Church Twin Cities
(Page 1 of 2)

PROCESS:

Any organization seeking a grant from the BLC Foundation must 1) provide evidence of 501(c)(3) tax-exempt status or appropriate non-profit status, 2) show evidence of need, and 3) must be sponsored by a Bethlehem Twin Cities member.

Generally speaking, grants made by the BLC Foundation will be made for projects that relate to the outreach mission of Bethlehem Lutheran Church. For information on Bethlehem Twin Cities' missions, please refer to the Foundation guidelines. While participation in the project by one or more members of the Bethlehem congregation is desirable, it is required that the grant request be recommended and sponsored by a member of Bethlehem Lutheran Church Twin Cities. It would be appreciated if the project provides for some method of feedback so that the BLC Foundation as well as the Bethlehem congregation can learn the results of the funded project. Grants will be considered for non-recurring costs or expenses only and will generally be made to support Lutheran Ministries and/or Twin Cities entities.

PLEASE TELL US ABOUT YOUR ORGANIZATION AND YOUR MISSION:

Organization:

Contact person:

Mailing address:

Telephone:

Email:

Briefly describe the activity/project for which you are seeking funds:

BETHLEHEM LUTHERAN CHURCH FOUNDATION GRANT APPLICATION FORM
From an organization that is not a part of Bethlehem Lutheran Church Twin Cities
(Page 2 of 2)

AMOUNT REQUESTED:

- Please attach a more detailed description of the proposed activity/project
- Identify the objectives to be achieved and describe what methods you will use to achieve the objectives
- Include a timetable of the activity/project
- Include a statement of the benefits to be achieved by the activity/project
- If additional funds will be required to carry out the activity/project, please identify the source of those funds and the amount expected from each source

Bethlehem Member Sponsor:

Telephone:

Email:

SPONSOR-

Please state how this request relates to the mission of Bethlehem Lutheran Church Twin Cities (*see Foundation guidelines*) and your effort to live out your faith: