

Instructions: Complete and return all 3 pages of this application -
 You may attach additional pages if needed.

Mail Application to:

The Southern Ohio Synod
 ATTN: Lutheran Legacy Endowment Committee
 300 South Second St. Columbus, OH 43215

APPLICATION GUIDELINES

Purpose: The Lutheran Legacy Endowment Fund seeks to assist congregations with NEW projects that have special promise for carrying out God's work.

Type: Program Support for New Projects

Focus Areas: (Please check the Focus Area you are applying for)

- Mission *Assisting new or struggling congregations reach out with the Gospel of Jesus Christ.*
- Elderly *Assisting those who are challenged physically, mentally, or by insufficient opportunities.*
- Children *Assisting those who are challenged physically, mentally, or by insufficient opportunities.*

Eligible Applicants: Congregations, Synod Committees, Synod Staff, and Synod Council

Geography: Southern Ohio Synod Region and Ministries of the Synod

Limitations: Funds cannot be used for Capital purchases
 (i.e. ramps, elevators, vehicles, computer hardware, etc.)

Reporting Requirement: Six Month Reports due December 15 in the year the Grant is Awarded
 Final Reports are due June 15 in the year following the year the Grant is Awarded.

Name of Congregation: _____ Conference: _____
 Address: _____ City: _____
 Contact Person: _____ Phone: _____
 Contact's email address: _____
 This proposal has been reviewed by: (signatures below)

_____ and _____
 Pastor Congregational President or Secretary

(LLEC Committee Use Only)

\$	Amount Requested	\$	Amount Awarded	6 Month Report Received <input type="checkbox"/>	Final Report Received <input type="checkbox"/>
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Focus Area (circle one): **MISSION, ELDERLY, CHILDREN**

Name of Congregation: _____ Conference: _____
 Contact Person: _____ Phone: _____
 Pastor's Name: _____ Date: _____

Add other measurements here (optional)

Quick Facts	Amount Requested	Budget for Project	Estimate # of People to be Served	Estimate # of Volunteers to be involved		
	\$	\$				

1.	Clearly and concisely summarize the request including the amount of funding sought.
2.	Document the needs to be met or the problems to be solved by the proposed funding.
3.	In measurable terms tell about the benefits that should result from this funding.
4.	Describe the methods and activities to be used to achieve the desired results. Include a timeline if appropriate.

Name of Congregation _____ Conference _____

Contact Person: _____ Phone: _____

5.	Present a plan for evaluating the degree to which the objectives are met.
6.	Describe a plan for future funding to provide for continuation beyond the grant period, if appropriate.
7.	Attach your budget clearly delineating costs requested from the SOS Endowment Fund and those to be met by other sources.
8.	Explain how the funds will be controlled . Who will have accountability for the money and to whom will accounting be made?