

PRESBYTERY OF WINNEBAGO
SMALL CHURCH REQUEST FOR FUNDS

Church _____

Address _____

City _____

Telephone _____

Pastor _____ Phone _____

Clerk of Session _____ Phone _____

Address _____

City _____

Project Leader at Church _____ Phone _____

Address _____

City _____

Check One:

Capital/Property Need Request _____ *Enhance/Expand Mission Program* _____

Emergency Property Need Request _____

Total Amount Requested from Presbytery _____

For Presbytery Office Use – Please leave blank

Date Received _____

Referred to: _____ Grants Allocation Committee _____ Finance Commission

Committee/Commission Liaison _____

Amount Approved: _____ Date Approved _____

Approved from: ___ Small Church Grant Fund

___ Jones Small Church Maintenance Fund Grant

___ Emergency Loan (including but not limited to, Synod, GA, or commercial)

All funding requests will be considered in consultation with the
Commission on Ministry.

PROJECT PROFILE

Using a separate sheet of paper, please complete the following information.

1. What do you plan to do with the funds for which you are applying?
2. How does this expenditure fit into the life of your congregation? What makes this project worth doing? What are the alternatives if it doesn't happen?
3. Describe your congregational involvement in mission to your community.
4. How does the proposed improvement contribute/improve the mission of the church? How will it increase your ability to carry out your mission?
5. How much do you expect your total project to cost? What is the time frame in which the funds would help you the most?
6. What will the congregation do to facilitate the project? How will you fund the portion not covered by the Small Church Grant?
7. Attach copies of the session minutes that demonstrate this request has been considered and approved through proper session action and, if appropriate, minutes of the congregational meeting where members demonstrated their support and approval.

1. Communicant church membership and average attendance at Sunday worship services for the past three years:

| | Year | _____ | _____ | _____ |
|-------------------|------|-------|-------|-------|
| Membership | | _____ | _____ | _____ |
| Attendance | | _____ | _____ | _____ |

1. Survey of Income and Expenses for the past three years:

| | Year | _____ | _____ | _____ |
|---------------------------------|------|-------|-------|-------|
| Pledged Income | | _____ | _____ | _____ |
| Reserve/Endowment Income | | _____ | _____ | _____ |
| Other Income | | _____ | _____ | _____ |
| Total Expenses | | _____ | _____ | _____ |

2. Average Gift Per Giving Unit:

| | Year | _____ | _____ | _____ |
|-------------------------------|------|-------|-------|-------|
| Income from Gifts | | _____ | _____ | _____ |
| Number of Giving Units | | _____ | _____ | _____ |
| Average Gift Per Unit | | _____ | _____ | _____ |

3. Assets for the Current and Prior Year:

| | Year | _____ | _____ |
|---|------|-------|-------|
| Assets | | | |
| Cash on Hand – Ckng/Savings Accounts | | _____ | _____ |
| Endowments | | _____ | _____ |
| Reserves | | _____ | _____ |
| Other (Land/Building) | | _____ | _____ |
| Total Assets | | _____ | _____ |

4. Current Outstanding Capital Loans and Repayment Schedules:

| Lender | Orig. Amount | Unpaid Balance | Monthly Payment | Maturity Date |
|---------------|--------------|----------------|-----------------|---------------|
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| Totals | _____ | _____ | _____ | _____ |

5. Outline Cost of Project:

Project to begin (date) _____ Projected completion _____

- a. Project Bid (check one: _____ Estimate _____ Firm) \$ _____
- b. Architect's fee and costs (if applicable) \$ _____
- c. Other \$ _____
- Total Estimated Project Cost** \$ _____

6. Resources Available for Project

- a. Unborrowed cash on hand at present time \$ _____
- b. Congregational Gifts \$ _____
- c. Additional unborrowed income from other sources \$ _____
- Specify Source _____
- d. Outside Grants (specify) _____ \$ _____
- e. Synod Loan: _____ years @ _____ % interest \$ _____
- f. Commercial Loan: _____ years @ _____ % interest \$ _____
- g. Other (specify) _____ \$ _____
- TOTAL LOCAL RESOURCES** \$ _____
- h. Amount Requested from Presbytery \$ _____
(No more than 50% of total project)
- i. Total Cost \$ _____