



Church Extension Fund

Michigan District of the Lutheran Church – Missouri Synod

"See what love the Father has given us, that we should be called the children of God; and that is what we are!" 1 John 3:1

It is a pleasure to provide you with this information regarding the Church Extension Fund's Grant Program. In addition to the instructions and application, please find enclosed important information including guidelines and selection criterion to familiarize yourself with our basic procedure for considering your proposal. Generally, we try to get an understanding of the project's goals and objectives through this process.

It is important to note that the CEF Grant's Committee meets four times annually with the deadlines for grant applications falling on January 31st, April 30th, July 31st and October 31st. To assure prompt consideration of your request, please forward your application to the CEF office prior to these dates.

We thank God for over 100 years of shared blessings entrusted to our care. Each year our Grant's program uses the net equity growth to assist Christian people in implementing the Great Commission. Michigan Lutherans are providing this unique opportunity for Church Extension to make available the grants program.

We are pleased and thankful to be able to share this information with you. Should you need any additional information or questions answered, please do not hesitate to call the Church Extension office at 800-242-3944.

In His Service,

Paul R. Wills, Vice President/Marketing
Church Extension Fund

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Church Extension Fund

CEF GRANT PROGRAM

TABLE OF CONTENTS

MISSION STATEMENT	1
INTRODUCTION	1
GOALS	1
PURPOSE	1
PRIORITIES	2
GUIDELINES	2
SUBMITTING THE CEF GRANT APPLICATION FORM	3
EVALUATION REPORT	3

CHURCH EXTENSION FUND

Michigan District of the Lutheran Church -- Missouri Synod
3773 Geddes Road, Ann Arbor, MI 48105-3098
Toll-free: 800-242-3944

CEF GRANT PROGRAM

Church Extension Fund of the Michigan District
of the Lutheran Church -- Missouri Synod
3773 Geddes Road
Ann Arbor, MI 48105-3098

Church Extension Fund is a ministry of partnering Christians to make resources available for members and churches of the Michigan District in carrying forward the Great Commission.

--Church Extension Mission Statement

INTRODUCTION:

The CEF Grant Program was established by the Church Extension Board of Trustees for the use and benefit of the congregations and agencies of the Michigan District in carrying out their mission and ministry. The program offers a unique opportunity for Church Extension to provide funds for this purpose, as put forth in the Mission Statement, in addition to its basic purpose of providing low-cost loans to the Michigan District and its congregations.

GOALS:

The following are general goals of the CEF Grant Program:

- To assist Christian people – congregations, boards, the Michigan District – in implementing the Great Commission: "Go ye, therefore, and make disciples of all nations."
- To provide "seed" or start-up money for projects that can later be funded by other means or which can become self-sustaining.
- To encourage new and innovative ideas that could provide a model for other congregations or organizations.
- To present forms of ministry which are consistent with the mission and purpose of the Michigan District of the LCMS

PURPOSE:

The mission is to glorify God by providing funding for special projects and events that benefit ministries in spreading the Gospel of Jesus Christ.

PRIORITIES:

While the Church Extension Fund seeks to encourage grant proposals from a wide range of ministries, priority will be given to programs which:

1. Establish and enhance *new models of ministry* which spread the Gospel of Jesus Christ.
2. Bring together Christians in gatherings which educate, inspire and otherwise build up the oneness of God's people.
3. Encourage and assist individuals seeking to serve the Church and God's people.
4. Utilize grant dollars as a matching challenge to encourage other gifts which will benefit congregations, organizations and/or people in need.
5. Support people and/or organizations in times of significant crisis or need.

GUIDELINES:

TIME LIMITS:

The time frame for completing any Grant project shall be two years from the date of the Grant application approval unless a special exception is granted.

FINANCIAL LIMITS:

The dollar limit for any Grant approved by the Grants Committee is \$10,000. Applications for Grants in excess of this amount are reviewed by the committee with a recommendation made to the Church Extension Fund Board of Trustees. Additional documentation in this case may be requested.

EXCLUSIONS:

Grants are normally approved to provide seed money for new initiatives as described in the Priority and Goals section. The following are generally NOT allowable for CEF Grant funding:

- X Capital expenses -- building equipment and improvement (*unless part of a qualifying capital expense*).
- X Expenses for salaries or programs that are a part of a parish or board's present or proposed budget.
- X Programs that will need ongoing CEF grant funding. Congregations/organizations should not be come dependant on CEF funding.

SUBMITTING THE CEF GRANT APPLICATION FORM:

All Grant requests must be submitted either on the enclosed Grant Proposal Form or may be computer reproduced in the same format of three pages. If necessary, additional pages of supporting documentation may be attached.

The CEF Grants Committee meets quarterly (February, May, August, November) to consider Grant applications. To assure prompt consideration of your application, forward the original signed application to the address below to arrive before one of the following dates:

January 31
April 30
July 31
October 31

Mail Applications to:
CEF Grants Committee
3773 Geddes Road
Ann Arbor, MI 48105-3098

For further information or questions, please call 1-800-242-3944.

EVALUATION REPORT FORM:

Grant recipients are required to complete and submit an evaluation report. An Evaluation Report Form will be mailed to each Grant recipient after the final Grant disbursement is made. Completion and prompt return of the Evaluation Report Form assists the committee in the consideration of future requests for like projects.



Church Extension Fund

Michigan District of the Lutheran Church-Missouri Synod
3773 Geddes Rd, Ann Arbor, MI 48105-3098, 1-800-242-3944

GRANT APPLICATION FORM

1. Name of Sponsoring Organization:

5. If contact person responsible for the project is different from authorized person submitting the application, please enter appropriate information:

2. Mailing Address:

Name and mailing address:

Street

City

State/Zip

3. Name and title of person authorized to submit application:

Telephone: _____

6. Name of Project: _____

4. Telephone Number of authorized person: _____

7. Amount of Grant requested from CEF:
\$ _____

Applications should be received by our office by January 31, April 30, July 31, October 31

PROJECT DESCRIPTION

1. Brief description of overall project and/or need:

2. Identify the priority(s) this project meets from the list on page 2 of the CEF Grant Program Booklet:

3. Objectives for this project (please state in specific, achievable, measurable objectives)

4. How will the success of this project be evaluated and measured?

5. Anticipated time-table for the project:

6. Anticipated number of persons participating in project:

7. Manner in which applicant will acknowledge and publicize CEF support.

BUDGET INFORMATION

Item	Applicant	Support	Other Support (Identify)	\$ Requested From CEF	Item Totals
	In-kind	Dollars			
Column Totals					

1. Brief narrative statement describing each budget line for which CEF funds are requested:

2. Proposed disbursement schedule:

3. Other sources from which financial assistance for this project has been or is being sought:

4. If project is to be ongoing, what are the applicant's plans for continuing support?

Applicant Authorized Signature: _____ **Date:** _____

MAIL APPLICATIONS TO: CEF Grants Committee
 3773 Geddes Rd.
 Ann Arbor, MI 48105-3098