

GRANT PROPOSAL PLANNING FORM

This form implements Church policy:

When speaking/writing in the public forum, it will be clearly stated who is doing the speaking and that they are speaking only as their position allows. A Congregational Meeting following constitutional guidelines will be required before any statement representing the church as a whole is made.

All proposals submitted for grants will be reviewed by the church Boards and approved prior to submittal. Review of the form will be coordinated by the Church Administrator. The review process will be administered by the Board of Administration.

Grant proposal title:

Amount requested:

What is to be accomplished through the grant?

In what way does this fit with the mission of the church?

Has an Event Plan been approved for this project?

Who is the primary person responsible for work to be done through this grant?

Who else is involved in implementing the project?

What is the duration of the actions being funded through the grant?

Who is the proposal being submitted to?

What is their interest in the purpose of the grant?

Due date for proposal:

Are matching funds required of Suquamish UCC?

What other commitments are required of Suquamish UCC?

What support from the church will be needed? (e.g. supplies, installation, supervision, advertising)

What additional funding will be needed after the life of this grant?

REVIEW PROCESS

Review Comments by Diaconate:

Review Comments by Board of Trustees:

Review Comments by Board of Administration:

Approved: _____ Not Approved: _____
Administrative Executive, Suquamish UCC Date

Board Representative Assigned as Project Implementation Liaison: _____

Copies of the completed form will be provided to the Financial Officer and the Church Clerk