



## **Hosanna Church Endowment Fund Grant Application Instructions**

The Hosanna Endowment, established in 2018, is an income producing fund managed by Thrivent Charitable Impact and Investing. Donor gifts to the endowment are invested and a portion of the annual earnings are used to fund the mission and vision of Hosanna. Through the Endowment, givers sow seeds to secure a strong, God-honoring financial future for Hosanna. Our vision for our collective legacy of generosity is that the Endowment will continue to grow and serve generations to come.

### **Eligibility**

Allocations from the Endowment are intended to seed and accelerate kingdom building activities that are beyond the reach of the General Fund. These ministry grants must work toward fulfilling the mission and vision of Hosanna Church. Grants are made for one-time funding needs. Grants will not be awarded to outside organizations. The Hosanna Endowment Team reserves the right to suspend distributions in any given year due to financial and/or economic circumstances.

### **How to Apply**

1. Complete the grant application form.
2. A separate application must be completed for each project. If more than one application is submitted, indicate which project has priority.
3. Original signatures are required.
4. Grants can be awarded on an annual basis with a deadline of September 15 of each year. Grants may be awarded in times of emergency or unforeseen circumstances that have time sensitive deadlines.

Applications should be submitted to: [Endowment@hosannalc.org](mailto:Endowment@hosannalc.org)

The Endowment Team will acknowledge receipt of all completed grant applications.

## **How Proposals are Processed and Grants Awarded**

- The Endowment Team shall receive all grant applications for review.
- Funding decisions are determined on a case-by-case basis and are dependent on funds available and the merits of each request.
- Applications for ministries will need to demonstrate a strong and meaningful connection to fulfilling the mission and vision of Hosanna Church.
- There are several possible recommendations/actions that may be taken regarding any application: 1) The request may be approved and recommended for either full or partial funding; 2) Action on the request may be tabled and additional information requested; 3) The grant may be denied.
- Each applicant will be advised of the action taken by the Endowment Team. A Team member will reach out to you to gather additional information if needed.

## **Measuring Results**

At the end of the following calendar year after the grant funds are disbursed, the applicant will be required to submit a Post-Grant Summary Report detailing how the funds were expended, progress made toward the goals outlined in the application, and the benefits achieved. The evaluation must be completed and returned in order to maintain eligibility for future grants. Additionally, a Mid-Year Progress Report may also be requested.

## **Questions?**

If you have questions, please contact the Chair of the Endowment Team at:  
[Endowment@hosannalc.org](mailto:Endowment@hosannalc.org)



## Hosanna Endowment Grant Application

Please complete this form to apply for a Grant from the Hosanna Endowment Fund.

The deadline is September 15.

Contact Person (First and Last Name):

Email:

Ministry Area Requesting Funding:

Amount of Request (maximum request amount is \$XX):

Project Start and End Dates:

1. Why are you requesting funds? Please provide a brief description of the project:
2. How does your request advance the mission and vision of Hosanna Church?:
3. Who/what will specifically benefit from this request?:
4. What are your measurable goals?:
5. Is this a new or existing project?:
6. If you don't receive this grant, how do you plan to support this project?:

7. Please provide a detailed budget including itemized expenses and revenue.:

8. If your budget is more than the awarded amount, how would you fund the remaining amount?:

9. Please indicate any source of matching funds or other funding sources here:

10. Does this project extend beyond one year? If so, how would it be funded in the future?:

Grantee agrees to the following:

- If approved, the grant must be used exclusively for the purposes stated in the grant application form.
- Grantee will keep receipts, invoices or other proof of expenditure of the funds and provide such documents to the Hosanna Endowment Team at the end of the expenditure of the grant funds, if requested.

Timing of Application/Funding

- Applications due by September 15.
- Awards made by November 1. If you are selected to receive the award, you need to be available to record a message about this grant that will be shared with the congregation on Hosanna's Birthday Sunday in mid November.
- Funds to be used by the end of the following calendar year. Any unused funds will be returned to the Hosanna Endowment fund.
- The Grantee will be required to submit a Post-Grant Summary Report detailing how the funds were expended, progress made toward the goals outlined in the application, and the benefits achieved. This report must be completed by the end of the following calendar year. Additionally, a Mid-Year Progress Report may also be requested.
- The Hosanna Endowment Team will share in a variety of forums, including but not limited to: Sunday message, video, endowment report and website, the purpose and outcomes of the grant.

The information presented in this application and narrative is true and factual.

Name of person submitting request \_\_\_\_\_

Signature of person submitting request \_\_\_\_\_

Direct Supervisor's signature \_\_\_\_\_

Date \_\_\_\_\_