



Global Mission Ministry Team

APPLICATION PROCESS for GRANT AWARDS

Applicants are requested to write a **Funding Request Letter** following the guidelines below. Please limit the correspondence to one or two pages.

The purpose of the Grant Awards is to further the mission of the church demonstrating God's love for the world and our ability to share monetarily to Christian and like-minded organizations. Like-minded organizations are primarily Christian but also religious or secular organizations that strive to make the world a better place.

Applications that have a personal connection to Bethany's congregants receive priority attention.

Information and items to be provided in **Funding Request Letter**:

- 1) Name of the organization, if the request has a legal registration.
- 2) Project name
- 3) Address
- 4) Project Contact Person, first and last name, phone number and email address.
- 5) A description of the problem or program.
- 6) The budget for the program and the amount of funding you request.
- 7) What is the goal for this funding and how will you define success?
- 8) The start date of the program related to this grant.
- 9) Your signature at the end of the letter.

If the funding is approved, it is approved for one year. Applicants are eligible to apply for up to two more consecutive years of funding based on two progress reports, one at six months and a second year-end report.

Funding Request Letters may be submitted anytime during the year; however, Bethany's funding cycle is July through June. The request deadline is May 31. Decisions are communicated to the applicant by August 1.

Please submit all Funding Request Letters to: Deacon Debra Alba at Bethany Lutheran Church, 4500 E. Hampden Ave., Cherry Hills Village, CO 80113 or debra@bethany-denver.org.



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