

Central United Methodist Church
Allocations Committee
APPLICATION FOR FUNDS

NOTE TO ALL APPLICANTS:

- Complete the information below as briefly and descriptively as possible.
- Allocations funds **CANNOT** be used to supplement items already in the Central UMC budget.
- Submit the request at the church office at 17 Nanticoke Avenue, Endicott, NY 13760 or email to centralumc@stny.rr.com. All supporting documents that are emailed must be in Word or PDF Format. Hard copies are still accepted.
- Incomplete requests / requests which do not provide all required materials **will not be considered by the committee** until they are "Complete".
- Requests will be considered twice annually and then shared with Church Council for final approval. With this in mind, **all requests must be received by April 1 or September 1 for consideration during Spring and Fall grant cycles.**
- If there are questions regarding request submissions, please contact the church office at centralumc@stny.rr.com, to be forwarded to the Committee Chairperson and Receiving Secretary.

NAME OF INDIVIDUAL SUBMITTING REQUEST: _____

CONTACT TELEPHONE AND/OR E-MAIL: _____

ON BEHALF OF WHICH COMMITTEE / ORGANIZATION:

AMOUNT REQUESTED: _____ **DATE SUBMITTED:** _____

DESCRIPTION OF THE PROJECT OR NEED:

SPECIFIC PURPOSE OR JUSTIFICATION FOR THE ALLOCATION MONIES:

SUBMISSION CHECKLIST:

- ITEMIZED BUDGET FOR THE REQUEST**, including a notation of any other funding sources (pending or approved). If the request is for general operating expenses, please provide an annual budget reflecting the amounts and sources of income versus the amounts and types of expenses.
- Attach any supporting data / documents which would aid the Allocations Committee in its review.
- DATE NEEDED:** _____
- IF APPROVED BY CHURCH COUNCIL**, check should be made payable to:

NAME AND ADDRESS TO WHOM THE CHECK SHOULD BE SENT:

NAME	ADDRESS
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