

**First United Methodist Church of Fort Collins  
Grant Application for Memorial Funds**

Guidelines for Grant Request:

1. Projects are generally not considered if they are included in the FUMC budget; the purchase has already been made; it is for an individual or if they overlap with other grant requests or fund raisers.
2. Projects which involve the purchase of a physical asset will usually be preferred.
3. Projects may be limited to a dollar amount set by the Committee. The Committee generally should select projects that may be completed in a reasonable period of time. A dollar limit would be set based on the amount of memorial gifts historically received.
4. Funds will usually be released when the entire project can be funded. If you would like the Committee to release funds in any other way, please explain.
5. Church groups that receive Memorial gifts are responsible for using the gift as promptly as practicable and reporting back to the Memorial Gifts Committee on how the gifts were used. This will enable the Memorial Gifts Committee to track the use of gifts and to provide that information to the family, if they request it.

Date of Request: \_\_\_\_\_

Requester's Name: \_\_\_\_\_

Church Group/Area: \_\_\_\_\_

Phone No: \_\_\_\_\_

Email: \_\_\_\_\_

Overall Description of the Project:

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Amount

Item to Be Purchased

_____	_____
_____	_____
_____	_____
_____	_____

If you have a picture or advertisement for the items to be purchased, please attach them to the application.

Have you made other applications for funds to pay for these items or are you holding fund raisers for these items? Please explain

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Are you requesting that funds be released before the total project is funded? Please explain

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\_\_\_\_\_

\_\_\_\_\_

Signature of Requester: \_\_\_\_\_

Board of Trustees: \_\_\_\_\_

*(required for any item the Board would be responsible for maintaining)*

Responsible Clergy or Staff: \_\_\_\_\_