

Redeemer Lutheran Church Endowment Fund
Disbursement Request Form

This form is to be completed and delivered to the Endowment Fund Management Committee Chairperson.

Goals of the Endowment Fund Section 3.3: The Endowment Fund seeks to support the mission of Redeemer Lutheran Church by providing a means of funding nonrecurring expenses, investments or ministry events. The Fund is not intended to be a means of funding the ordinary operations of Redeemer and its ministry. Disbursements from the Fund will be used for nonrecurring special ministry purposes or requests not otherwise provided for in the general church budget or in other dedicated accounts of Redeemer Lutheran Church.

Date: _____

Person / Committee Requesting Funds: _____

Requested funds to be used for (select one):

_____ Ministry _____ Mission _____ Education _____ Church Facilities

_____ Other: _____

Amount Requested: _____ Date funds are needed: _____

Funds to be used for: _____

The following questions must be answered by the requestor:

1. Has the requestor determined that this expense is NOT included in the general church budget? Yes / No
2. Has the requestor determined that this expense is NOT part of an ongoing or recurring event or activity? Yes / No

The following question must be answered by the Endowment Fund Committee:

3. Does this need meet the intended purpose and criteria of the Endowment Fund? Yes / No
(Refer to Section 3.3 Goals in the Fund Operating Agreement)
4. Is there a dedicated account or other funds/resources at Redeemer more appropriate for this request? Yes / No

Date Reviewed by the Endowment Fund Management Committee: _____

Committee Decision: _____ Approved _____ Not Approved _____ Tabled

Disposition: _____

Signature of Redeemer Lutheran Church Endowment Fund Management Committee Chairperson Date