

Vista de la Montaña Permanent Endowment Fund Grant Guidelines

Purpose

This policy defines the procedure for requesting a grant from the Permanent Endowment Fund (PEF) and the considerations of the Endowment Committee and the Church Council in reviewing the request.

PEF Committee

The Committee will review the request to assure it is consistent with our charter which permits funding of opportunities, projects, or programs, particularly in the areas of education, music, outreach, facilities, and leadership.

Church Council

The Council will review each program/project grant request for alignment with the strategic direction of Vista de la Montaña and will be the final authority for request approval. The approval process will not exceed 90 days.

Available Funds

The goal of the PEF is to preserve the principal of the fund and use a portion of the income each year for enhancing programs and opportunities that are outside of the annual operating budget. The PEF is funded through endowment gifts, not annual pledge fund contributions for normal operations. The Endowment Committee will be solely responsible for determining the funds available for the requested grants. Grant funds will be disbursed as approved expenses are incurred, up to 3 months following the end of the current funding year, and any unused funds will be returned to the PEF.

Process

The Endowment Committee will receive applications for grants from January through December on the Grant Request form. Completed applications should be directed to the chair of the Endowment Committee. Applications will be reviewed within 30 days of receipt, with final decision within 60 days. If approved, the requested funds would be available within 30 days. Should a project request require funds in excess of those available from the PEF, project approval would be considered only if supplemental funds sufficient to complete the project were obtained. While programs/projects may span several years, grant requests will be

approved only for a year at a time. If a multi-year project is funded, no assumption should be made that the project will continue to be funded in subsequent years by the PEF. Available funds will be 50% of the average of the last three years' returns.

Eligible Participants

All requests for grants from the PEF must come from a committee chair. Current members or constituents of Vista de la Montaña United Methodist Church, wishing to fund a special project from the PEF, must coordinate such request with the respective committee chair.

Application Deadline

Requests may be made any time during the year in which funds are available.