

**THE LUTHERAN CHURCH EXTENSION SOCIETY
OF
BUFFALO, NEW YORK**

2024 GRANT APPLICATION SUMMARY

1. Applying Congregation _____
 - a. Address _____
City _____ State NY Zip _____
 - b. Name of Pastor _____
 - c. Phone (Office) _____
 - d. Church Email _____

 2. Primary Contact Person for this Application _____
 - a. Title _____
 - b. Phone _____
 - c. Email _____

 3. What is the governing body of your congregation? _____
 - a. How often does it meet? _____
 - b. When does it meet? _____

 4. Amount of Grant Funding Requested \$ _____

 5. Write a one-line summary of the program for which the grant is requested
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FORMAT FOR GRANT PROPOSAL

Please attach your Grant Proposal which must include the following:

1. Rationale
2. Major objectives
3. Description of anticipated activities or goals
4. Anticipated benefit to other member congregations (if any)
5. Proposed budget (include other sources of income for the project)
6. Plan for program beyond year number one
7. Other relevant information

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2024 GRANT FUND ANNOUNCEMENT

The Lutheran Church Extension Society of Buffalo, New York, is pleased to announce that for the year 2024, \$71,000.00 is available to fund grants to our member congregations to assist them in doing creative new and exciting ministry in our community.

GRANT GUIDELINES

1. The Lutheran Church Extension Society, through wise stewardship of funds entrusted to it, is able to make available funds to foster *new* initiatives and programs which focus on **PEOPLE, ACTIVITIES, AND CHRISTIAN GROWTH** for the purpose of promoting the mission initiatives of member congregations and Lutheran agencies in the Buffalo area. Highest priority in awarding grants will be given to those applications that have the potential for sharing their results with the larger Lutheran community. Your grant application should specifically identify the population being targeted.
2. Grants are intended as “seed” money and grant proposals for ongoing programs must document how the project will be funded after the grant ends. In the event that you are requesting money for which grant funds were previously awarded, your grant application must describe how the funds were utilized, what happened relative to the program/project and why additional grant monies are sought this year. A higher priority shall be given to new applications, however,
3. Grants for staff will not be funded unless the congregation or agency demonstrates how the funded staff person will enable the new initiative to succeed. Furthermore, evidence must be submitted about how the staff person will be maintained following the initial grant funding. Lowest priority in awarding grants will be given to those applications or that portion of any application that asks for funding of staff or daily operating expenses.
4. The use of clear, concise and measurable objectives is encouraged to assist the grant Committee in determining those projects which are to be selected for funding. Your budget should be specific in identifying the total projected cost of your project, what monies are being sought from this grant and how the balance is to be funded. If the program is to be an ongoing ministry, the grant application should also explain how the ministry will be funded following year one.
5. Higher priority will be given to proposals that utilize other internal or external sources to help fund the program together with an LCES grant.
6. Ordinarily grants will not be given for capital or other improvement projects which could be funded through loans from the Lutheran Church Extension Society of Buffalo, New York. This means that “brick and mortar” applications to renovate buildings, etc. will generally not be funded.
7. Grant proposals may be submitted by a cluster of cooperating congregations/agencies of which **at least one must be a member of the Lutheran Extension Society of Buffalo, New York**. Collaboration between congregations/agencies is to be encouraged.
8. Grant proposals which address the changing need of our congregations and organizations and society as a result of COVID-19 pandemic are encouraged.

9. Grant proposals for the Youth Convention are encouraged.
10. If funds are not claimed/utilized for the intended purpose within 12 months of the time of the grant, monies must be returned to the Buffalo Lutheran Church Extension Society.

RESPONSIBILITIES OF GRANT RECIPIENTS

Each congregation or agency that receives a grant has the following responsibilities:

1. At the Annual Celebration Dinner Meeting of the Lutheran Church Extension Society of Buffalo, New York, one year after the awarding of the grant, the funded congregation or agency shall give a *brief oral presentation to the assembly*, detailing how the grant funds were used to carry out the funded project.
2. At the Annual Celebration Dinner meeting of the Lutheran Church Extension Society of Buffalo, New York, one year after the awarding of the grant, the funded agency or congregation shall submit a *written report* on the use of the grant funds for the permanent records of the Society.
3. **Failure to fulfill the above obligations will disqualify the grant recipient from consideration of a new grant for two (2) years.**

RELEVANT GRANT TIMELINES

April 10, 2024.....Grants Applications must be *postmarked and mailed*:

Catherine E. Nagel, Esq., Grant Chairman
6438 West Quaker Street
Orchard Park, NY 14127

May 15, 2024.....Grant applicants will be notified about 2024 grants awarded via mail

June 13, 2024 @ 6PM.....2024 LCES Grants awarded at the Annual Dinner Meeting

June 13, 2024 @ 6PM.....All member churches to present oral reports and submit written summaries of the use of 2023 grant funds at the Annual Dinner Meeting