



1850 North Grand Avenue West
Springfield, IL 62702
Phone: (217) 793-1802 Fax: (217) 793-9454
E-mail: cef@cidlcms.org
Website: www.cid-cef.org

Central Illinois District School Endowment Initiative **Grant Request**

“The mission of the Church Extension Fund is to provide opportunity to make funds available in support of the great Commission.” (Matthew 28)

INTRODUCTION:

As part of the Central Illinois District School Endowment Initiative “Funding CID Schools Now and Forever”, the Central Illinois District Church Extension Fund (CEF) is providing the opportunity to schools in the LCMS Central Illinois District to obtain Grant funds up to \$2,500 after establishing an endowment under this initiative. The Grant is subject to the criteria and other requirements outlined below and will be reviewed by the Central Illinois District Education Executive and the Church Extension Fund Board of Trustees for approval under those criteria and requirements.

CRITERIA:

For each school meeting the requirements and establishing an endowment under the Central Illinois District School Endowment Initiative “Funding CID Schools Now and Forever”, the Church Extension Fund will provide funding up to \$2,500 for Grant requests limited to one or a combination of the following areas made within two years of their establishment of the endowment fund:

- Computer equipment
- Textbooks
- Classroom equipment
- School lunch program equipment
- Playground equipment.

OTHER REQUIREMENTS:

- The Grant must be applied for within two years of establishment of the endowment fund.
- The time limit for completion of Grant purchases shall be two years from the date of the Grant application approval unless a special exception is granted by the CEF Board of Trustees.
- CEF funds will be used only for the approved purchases. Any surplus Grant funds must be returned to CEF.
- CEF Grants are to be publicly acknowledged by recipients.

- A Project Completion Form (included in this application) is to be completed upon acquisition and installation (as applicable) of the items acquired under this Grant.
- Copies of receipts for the items purchased will be remitted with the Project Completion Form to obtain reimbursement.

SUBMITTING THE CEF GRANT REQUEST FORM:

All Grant Requests must be submitted on the CEF Central Illinois District School Endowment Initiative Grant Request Form. If necessary, additional pages of supporting documentation may be attached.

The CEF Board of Trustees will consider Grant applications in the next scheduled Board meeting, which are held every other month. To assure prompt consideration of your application, forward the original signed application to the address below to arrive by the first of the month in February, April, June, August, October, or December. You will be informed if your Grant was approved, partially approved, or returned.

Mail application to: CID - Church Extension Fund
School Endowment Initiative Grants Request
1850 N Grand Ave. West
Springfield, IL 62702-1626

or email application to: cef@cidlcms.org



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Central Illinois District School Endowment Initiative
Grant Request

Name of School: _____

Mailing Address: _____

Name and Title of person authorized to submit application: _____

Phone # and email of authorized person: _____

If the contact person responsible for the project is different from the authorized person submitting the application, please enter their information:

Contact person name, mailing address, email, and phone (if different from authorized person above):

Amount of Grant Requested from CEF (\$2,500 limit): \$ _____

PROJECT DESCRIPTION

1. Brief description of items to be purchased: _____

2. What needs expect to be met by this purchase: _____

3. Anticipated timetable for the project: _____

4. Identify the primary group benefiting from this project: _____

5. State how the applicant will acknowledge and publicize CEF support: _____

Authorized Applicant Signature: _____ Date: _____

Mail application to: CID Church Extension Fund, 1850 N Grand Ave. West, Springfield, IL 62702

Or email application to: cef@cidlcms.org



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Central Illinois District School Endowment Initiative Project Completion Form

This form is to be completed and returned to the CEF Office upon completion of your purchases under this initiative. Complete the following items, providing any additional information you feel may be of interest to the CID Education Executive and the CEF Board of Trustees.

Please return this completed form to: CID Church Extension Fund
School Endowment Initiative Grant Program
1850 N. Grand Ave West
Springfield, IL 62702-1626
Email: cef@cidlcms.org

1. Name of School: _____
2. Contact Person: _____
3. Contact Phone: _____ Contact Email: _____
4. Amount of Grant received: _____
5. Amount of Grant spent (Attach receipts*): _____
6. Date project was completed: _____
7. How was CEF acknowledged or publicized? _____

Name of person submitting report (*please print*): _____

Signature: _____ Date: _____

* Receipts should be attached for specific purchases related to the project.