



APCE Endowment Fund

Grant Guidelines

The mission of APCE is to
CONNECT * ENRICH EMPOWER * SUSTAIN
persons serving in educational ministry in the Reformed family of churches.

History of the Endowment Fund

In the late 1990's, the APCE Cabinet began looking forward to a new era of educational ministry. With a new Mission Statement in hand, the APCE Cabinet began seeking to provide a solid foundation for educators in the new century. An Endowment Fund was established that would provide money for future growth, advocacy and visions for ministry. Donations come from individuals and regional groups who have a strong desire to see the work of APCE continue for years to come. As the fund has continued to grow, the APCE Cabinet formed an Endowment Committee to provide visibility for the Fund as well as guidelines for use. In 2006, the Endowment Committee proposed a grant process that would provide for limited use of the Fund during its "early growth" period.

What is the purpose of the APCE Endowment Grant?

To provide funds that will enhance educational ministry.

Who may apply for a Grant?

The APCE Cabinet, APCE's regional groups in the Reformed family of churches, and individuals who are members of APCE may apply.

What amounts are available for Grants?

In order to continue the growth of the Endowment Fund, the Endowment Committee will provide grants not to exceed the annual interest earned by the fund in the previous fiscal year.

What is the Grant process time line?

June 1	Grant applications are due to the Endowment Fund Committee Chair
June 2-September 15	Grants will be reviewed by the Endowment Grant Committee
Fall APCE Cabinet meeting	Recommended Grants will be presented to the Coordinating, Planning and Finance Committee and the APCE Cabinet for approval
Late October/early November	Grant funds will be dispersed by the APCE Treasurer as instructed by the APCE Cabinet

How does a regional group or individual apply for a Grant?

All grant requests must be submitted using the APCE Endowment Fund Grant Application which includes a description of the project or activity that the grant funds will support, a statement of how it will seek to fulfill the mission statement of APCE, and a budget for the project or activity.

Grant applications may be mailed, emailed or faxed to:

The APCE Endowment Fund
PO Box 50761
Arlington, VA 22205-5761

apcenet@aol.com
FAX (703) 237-9808

Applicants can receive further information from the APCE Endowment Fund Committee Chair and/or the APCE Treasurer.

Endowment Committee Chair

Mary Morrison
mamorrison@belsouth.net

APCE Treasurer

Debby Madden
dmadden.fpcarl@pa.ne



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Grant Application

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Date Prepared _____

Name of Individual or Group applying _____

Contact Person _____

Address _____

Phone _____ Fax _____

Email _____

APCE Region _____

Project or Activity Title _____

Amount Requested _____ **Period grant will cover** _____

Summary of Project or Activity (2-3 sentences)

APCE Endowment Fund
PO Box 50761
Arlington, VA 22205-57161
866-338-7737 (toll free)
www.apcenet.org

Narrative Information

Please answer the following questions using additional pages as needed.

1. Describe the details of your project or activity.
2. Who will benefit from your project or activity?
3. How does your project or activity fulfill one or more of the components of the APCE mission statement to CONNECT * ENRICH * EMPOWER * SUSTAIN educational ministry?
4. When will your project or activity happen?
5. Who will coordinate your project or activity?
6. How will you report back to the APCE Endowment Committee when your project or activity is complete?

Budget Information

Please submit a budget for the entire project using additional pages as needed.

1. How will the APCE Endowment Fund Grant be used?
2. What other sources of revenue are expected for this project?
3. If the entire amount of your request cannot be funded, could you use a smaller amount?