

**EVANGELICAL LUTHERAN SYNOD
REQUEST FOR SPECIFIC PROJECT FUNDS**

PART I – Project Information

Project Title _____

Board of Committee Making Request _____

Contact Person _____ Telephone _____

Project Funding Request \$ _____

Project Description

Who will benefit from this project?

What do you hope to accomplish (measurable outcomes) through this project?

How will you know (measurement method) that you've accomplished each of the outcomes previously listed?

Outline the timelines and corresponding target dates for the project

(i.e. Beginning & End Dates)

PART II – Project Cost Breakdown

Printing & Publishing Costs	\$	_____
Communication Services	\$	_____
Travel/Meals/Lodging	\$	_____
Leases or Rentals	\$	_____
Professional Services	\$	_____
Advertising	\$	_____
Supplies & Materials	\$	_____
Equipment/Furniture Purchases	\$	_____
Software Purchases	\$	_____
Vehicle Purchases	\$	_____
Other (explain)	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____
_____	\$	_____

Other Budget Notes: