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Northern Ohio District of the Church of the Brethren
Hottle Memorial Fund Grant Application
For Operating Funds

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BACKGROUND: At the May 9th meeting, the District Board voted that the Hottle Grant requests be expanded to allow **for need-based grants to District congregations for operating funds for up to $5000** through December 31, 2020. The 10% requirement normally associated with a Hottle Grant is waived for this program and receiving a prior Hottle Grant in 2020 does not exclude application for these funds. The Congregational Commission will have the authority to approve these grants.

PROCESS: Complete the attached application and submit to the District Office. The Congregational Commission will contact you as soon as possible to schedule a time to talk with the Commission. If the Congregational Commission approves the application, the Northern Ohio District Office will issue funding, usually within two weeks of the approval.

NOTIFICATION OF OUTCOME: The Congregational Commission will contact you by phone or e-mail.

Please submit applications to: District Office

Application Information

Congregation:_____ Date_____

Address:_____

City_____ Zip_____

Phone (_____) _____ Fax (____) _____

Email:_____

Pastor:_____

Phone (_____) _____Email:_____

Church Board or Leadership Team Chairperson: _____

Phone (_____) _____Email:_____

Treasurer:_____

Person Completing the Application: _____

Total Amount Requested: $_____

Grant request Data

Operating funds needed (up to $5000) – to be used by December 31, 2020:

Category	Amount
Pastors salary/benefits	$
Utilities	$
Other (Please list)	$

Total Amount Requested: _____

NOTE: Records must be submitted of how the funds are used. All unused funds must be returned to the Congregational Commission with the above explanation.

Pastor's Signature _____

Chairperson's or Leadership Team (Contact) Signature_____

Church Treasurer's Signature _____

OFFICE USE ONLY
- -
Upon careful and prayerful review the above individual/church request for assistance was:

_____Approved for _____   _____Denied   _____Returned for Resubmittal

                            (amount)

_____

Congregational Commission Chairperson (or Designee) Signature   Date of Action