



6. Who will be responsible for overseeing expenditure of the grant money?

Name

Phone Number

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Signature

Concurrence of Staff Person

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Signature

To whom should the check be made out?

The Foundation Board members require a written report from the above named responsible person within four weeks of awarding of the funds on the status of the project (to be placed in the Foundation mailbox at the church office.

**If the funds are not used/spent within a twelve (12) month period, a written report MUST be submitted to the foundation for explanation or request for extensions. (Place in the Foundation mailbox at the church office.)**

A report of the results of previous grants received from the Foundation must be on file with us prior to receiving any further grant money from the Foundation. Have you filed reports on all Foundation grants previously received?

Yes

No