

## **DR. WILLIAM D. WUBBEN OUTREACH AWARD ADVENT LUTHERAN CHURCH**

Advent Lutheran Church, through the generous endowment from Dr. Bill Wubben, has established the Dr. William D. Wubben Outreach Award for which any Advent church member (confirmed member who has contributed and communed within the current or preceding year) is eligible to apply. The categories of outreach awards for which members may apply are listed below:

- 1) Local and worldwide community projects, synod outreach projects, and social service agencies with which our congregation has a relationship. The requester must justify how the agency's need is consistent with Advent's relationship with that organization. Requests in this category may also include individuals who do not fit into other categories such as a family outside the church who has suffered a crisis. Award amounts would be a maximum of \$500 for individuals and \$1000 for groups.
- 2) Mission/service trips tied to faith-based organizations for members of the Advent congregation. Award amounts would be a maximum of \$500 per individual.
- 3) Event grants for programs involving a social ministry or spiritual development focus and/or that potentially involve significant participation by non-members. These events could include speakers, seminars, musical or drama presentations, and so on. The purpose of the grant is to support the existence of the event, not make an event more lavish. Event grants will typically be a maximum of \$500.
- 4) Development of new ministries of the congregation that are consistent with the intent of the endowment and the most recent Advent Ministry Plan and involve members of Advent. If the requested award amounts are over \$2500, review and approval by the Advent Church Council will be requested by the Endowment Distribution Board. Awarding of such funds will be contingent upon any requirement or restrictions set by the Church Council.

The Board will evaluate applications for outreach funds on the following criteria, listed in order of importance: 1) consistency with the purpose of the Endowment as expressed in Section 1 "Award Categories"; 2) consistency with priorities of the most recent Advent Ministry Plan (however titled, e.g., Five Year Plan, etc.); 3) the application facilitates the active involvement of members of Advent in the funded outreach activity; 4) the request is supplemental to, or has not been previously funded in, Advent's budget.

Awards are limited to one per individual/group within a calendar year. There will be no restrictions as to the number of award recipients from each household. Advent's "operating expenses or debt service" are ineligible for funding. Only those applications verified as eligible will be submitted to the Board for review. The Board Chair will respond in writing to anyone determined ineligible, giving the reason(s) for that determination. Disbursements may be made in one lump sum to the individual or organization or may be made in equal payments at designated times during the calendar year. The Benevolent Endowment Distribution Board will make this determination based on the request and funds available at the time of approval.

Email completed form to [wubbendistribution@gmail.com](mailto:wubbendistribution@gmail.com).

**DR. WILLIAM WUBBEN ENDOWMENT FUND - ADVENT LUTHERAN CHURCH  
REQUEST FOR OUTREACH FUNDS  
RETURN COMPLETED FORM TO [wubbendistribution@gmail.com](mailto:wubbendistribution@gmail.com)**

<b>Name of Member making request:</b>	
<b>Email Address:</b>	
<b>Home phone:</b>	<b>Cell Phone:</b>
<b>Dollar amount requested:</b>	
<b>Beneficiary of funds:</b>	
1) Name of organization/cause/individual:	
2) Mailing address of #1:	
3) Phone Number of #1:	
4) Contact name:	
<b>If request is being made on behalf of Advent Board or Organization, please provide name of board and board chair:</b>	
<b>Are other funds for this organization/cause anticipated from Advent (yes or no):</b>	
<b>If so, dollar amount to be made and when:</b>	

PLEASE COMPLETE THE APPROPRIATE BOX BELOW BASED ON THE TYPE OF OUTREACH REQUEST YOU ARE MAKING. ATTACH ADDITIONAL PAGES AS NEEDED.

<b>OUTREACH INTO THE LOCAL &amp; WORLDWIDE COMMUNITY &amp; SYNOD OUTREACH PROJECTS</b>
<b>How is this need consistent with Advent's relationship with this organization?</b>
<b>Describe in detail how these funds will be used by the recipient:</b>

<b>MISSION / SERVICE TRIPS TIED TO A FAITH-BASED ORGANIZATION</b>
<b>Destination:</b>
<b>Dates of trip:</b>
<b>Organization/Group sponsoring trip:</b>
<b>Describe in detail what you plan to accomplish on this mission/service trip:</b>

<b>DEVELOPMENT OF PROGRAMS OR NEW MINISTRIES THAT ARE CONSISTENT WITH THE INTENT OF THIS ENDOWMENT</b>
<b>How is this request consistent with the intent of this endowment which is to promote outreach and/or spiritual development?</b>