



Request for Proposals

The TVUUC Endowment Fund Committee (EFC) is requesting proposals for projects and programs that would qualify to be awarded a portion or all of the proceeds from the Endowment Fund that are earmarked for distribution in the 2025 calendar year.

Please use the **Endowment Fund Proposal Form** to submit your proposal.

The total maximum amount of funding available from the Endowment Fund for calendar year 2025 is \$27,000. Please note:

- The EFC may dedicate all or most of the funds towards a single large project, or it may fund several smaller projects.
- It is unlikely that all qualified proposals can be funded.
- Depending on market conditions and concerns for the growth of EF investments, the EFC may decide not to distribute the full amount available.

Deadline for Proposals: October 15, 2024

Final EFC Decision: January 2025

Board Approval Required: February 2025

Funding Guidelines

The EFC will fund only those non-routine needs, projects and programs that are beyond the reach of the TVUUC operating budget. This can include emergency situations that could not be anticipated by the budget process.

In addition, the EFC will select only projects or programs that will have a lasting impact and value to the church.

- In the case of capital projects and those involving purchase of physical assets (such as furniture or equipment), analysis of the lasting impact must include consideration of ongoing maintenance costs.
- In the case of special program activities, lasting value will need to be shown by demonstrating future usefulness to the Congregation, through recordings and/or other archival and educational methods.

Guidelines For Funded Projects

1. Each funded project/program must have a project coordinator.
2. Funds will be made available when the project/program is ready to start incurring expenses.
3. The project coordinator must save and submit receipts in a timely manner.
4. The project coordinator is asked to highlight the role of the Endowment Fund in any publicity.
5. Endowment Fund monies left over after project completion must be returned to the Endowment Fund.
6. Funding approved for one purpose cannot be diverted to another purpose without EFC and Board approval.
7. Absent extenuating circumstances, project implementation should be underway before the end of 2025.
8. The EFC's preferred target completion date is October 1, 2025 (in time for Endowment Month).

Contact the EFC

Questions should be addressed to Pat Bing at 865-809-3057 or pbbing60@yahoo.com.

Endowment Fund Committee

Pat Bing
Richard Davis (Chair)
David Massey
Maureen McBride
Stephanie Seay (Secretary)
Taylor Thomas (Treasurer)
Sarah Weaver