

Children's Fund Request

Date: August 27, 2004

Person placing request:

Phone Number:

Monthly support is not available for the children's fund. This fund is for one time gifts only.

What is the amount of the request? What is the total amount needed and how much do you have to date?

What will the funds be used for?

How will this benefit children?

Name and address of recipient:

Who is the check made payable to (Include name and address if different from above.):

When are the funds needed?

Procedure:

- *The initial request for funds is received by Diane Umberger who creates this form.*
- *This form is distributed to Missions Steering Committee.*
- *Comments and recommendations are then forwarded to Diane.*
- *Final signatures are obtained, if approved.*
- *Carol Wilkinson will contact the applicant with the final decision.*
- *If the full amount needed is not received by the applicant, these funds must be returned to Immanuel's Church.*
- *Requests submitted by a pastor and domestic requests will be approved by a Pastoral Team.*

*May email to Diane.Umberger@Immanuel.org OR Fax to Diane at 301-989-7116.

Charles P. Schmitt

David Black

Dion Seymour