

# GREENOUGH CHURCH EDIFICE ASSOCIATION

Portland, Maine - Founded 1872

*"serving American Baptist Churches in the State of Maine"*

## Application for Financial Assistance

### **I. Eligibility:**

The applicant church must be a current member of the American Baptist Churches of Maine, listed in the annual Handbook.

### **II. Restrictions:**

Grant monies must be used solely for land or building purchase, construction, improvement or equipment costs, and not for maintenance or operating budget. If a project is designed in phases extending over greater than one year, a new request must be submitted annually.

### **III. Deadline for submission:**

Grant Request applications must be received by January 15 for consideration at the Annual Meeting of the Greenough Trustees in the month of May.

### **IV. How to submit a Request for Financial Assistance:**

- A. Use this Application Form available via the Internet, at [www.greenough.org](http://www.greenough.org).
- 1) Complete Page 2 of this form by typing the necessary information on your computer.
  - 2) Print the form, and a second copy for your records, and post to:

Mr. Mark Johnson, Secretary      email: [mjohnson@greenough.org](mailto:mjohnson@greenough.org)  
Greenough Church Edifice Association  
50 Wall Street, Portland, Maine 04103

- 3) Alternatively, print the blank form, complete the requested information, and post the application to the address above.
  - 4) If you wish additional confirmation of receipt, include a pre-addressed stamped postcard.
- B. You are not required to use this Application Form.  
You may send a traditional letter to the address above that includes:
- A detailed description of the project(s),
  - An estimate for all costs of the project(s),
  - A report on the amount of money collected or pledged to date, and
  - The name, address, telephone number, and email address of a contact person for future correspondence.

However, use of the Application Form is the safest way to assure that all the necessary information is present to consider your church's request. It also gives you a copy of the completed application for your records.

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## Application for Grant

Date:

Name of Church:

Contact Person:

Church Mailing Address:

Address:

City: ME ZIP

City: ME ZIP

Telephone:

Telephone:

Email:

Best Time /Day to Call:

Best Time /Day to Call:

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**Detailed Description of Project(s)**

(Attach additional sheets if necessary)

Cost Estimates:

Dollars Collected or Pledged to Date:

Mail the Completed Application  
to arrive by January 15 to:

Mr. Mark Johnson, Secretary  
Greenough Church Edifice Association  
50 Wall Street, Portland, Maine 04103  
email: [mjohnson@greenough.org](mailto:mjohnson@greenough.org)