



Special Gifts Fund Request Form

Criteria for Lutheran Women’s Missionary League (LWML) South Dakota (SD) District Special Gifts Fund.

1. Requests from the Special Gifts Fund may be proposed by individual members, groups, zones, Executive Committee, and Board of Directors of the LWML SD District.
2. Requests will be considered by the LWML SD District Finance Committee and taken to the LWML SD District Board for approval.
3. Use of the funds shall be mission in emphasis, extending the ministry of the Word.
4. Use of funds shall be current and ready for implementation.
5. Recipient(s) of approved requests shall provide a written report to the LWML SD District Finance Committee Chairman following the spending of funds, verifying use of the funding. This could include photos.
6. Written reports shall be submitted every six months after receipt of funds, until the funds are fully used. Once all funds are spent, please submit a written report within two months.
7. Funds shall be used within a year’s time of receipt. If an extension is needed, contact the LWML SD District Finance Committee Chairman.

Name of person requesting funds: _____

Address: _____

City, State, Zip code: _____

Organization for which the funds would be used: _____

Amount requested: _____

Please give an explanation of what your needs are and how the money would be used. _____

Signed: _____ Date: _____

Send request to:
Finance Committee Chairman Melissa Vance
725 Kennedy Loop
Pierre, SD 57501
melissa_b_brock@hotmail.com