

Where Do the Extension Fund Monies Come From?

The ELEA School Extension Fund is maintained primarily by contributions from ELEA-member schools and early childhood centers who are able to pass along gifts to those schools and centers in need. Gifts are also given by friends of the Evangelical Lutheran Education Association, such as the ELCA's Vocation & Education unit, college and university colleagues, and others.

Please include ELEA's School Extension Fund as you plan your tithes and offerings for the year. It can make a difference!



Evangelical Lutheran Education Association

500 North Estrella Parkway
Suite B2, Box 601
Goodyear, AZ 85338

Phone: 800-500-7644
Fax: 623-882-8770
Email: eleanational@cs.com
www.eleanational.org

*Evangelical Lutheran
Education Association*

ELEA School Extension Fund



ELEA
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The School Extension Fund



Established in the 1970's by the American Lutheran Education Association (ALEA), the predecessor organization of

ELEA, the School Extension Fund was founded as a way for existing schools to help those who were just starting out or expanding.

Elementary schools historically have contributed funds, usually from special chapel offerings, to the designated School Extension Fund. Those schools who are just starting out or expanding by adding grades or services may apply for grants of up to \$1,000 to assist with "hard" costs related to start-up or expansion.

In 1999, a moratorium was placed on the issuance of grants due to low levels of giving to the fund, but in 2005, ELEA was able once again to deliver three \$1,000 grants per year. That year also brought the addition of early childhood centers as potential grant applicants.

What Can the Grants Be Used For?

School Extension Fund grants may be used to fund hard costs related to the start-up or expansion of a school or early childhood center.

Items for which funds **may** be used:

- Classroom furniture;
- Gymnasium or playground equipment;
- Computers;
- Fences;
- Other non-consumable items.

Items for which funds **may NOT** be used:

- Books;
- Computer software;
- Curriculum;
- Consumable supplies;
- Salaries and/or benefits.

How Do We Apply?

The form to the right may be reprinted on an 8 1/2" x 11" sheet of paper, or the application may be downloaded from our website at www.eleanational.org - click on "School Extension Fund". Attach all requested documentation and send to the ELEA National Office.

What Other Criteria Must We Meet?

1. Recipients of School Extension Fund monies must use those monies within six months of receipt and provide receipts to the ELEA National Office within that time frame.
2. Schools and early childhood centers receiving funds must remain members of ELEA for three years following receipt of a grant.

ELEA School Extension Fund Application Form

Name of School: _____

Address: _____
(Including City, State and Zip Code)

Name and Affiliation of Congregation(s):

Contact Person: _____

Phone: _____

FAX: _____

E-mail: _____

Please provide answers to the following questions and attach to the Application Form:

1. Purpose of school and whom it will serve
2. Plans for starting/expanding (which grades, when, expected enrollment, staff)
3. Long-range plans (when grades will be added, anticipated enrollment, size of staff)
4. Support (congregational subsidy, tuition, registration fees, etc.)
5. First year budget
6. Amount of request and how it will be used (\$1,000.00 maximum request)

Obtain signatures from the following persons:

School Board Chairperson: _____

Congregational Chairperson: _____

Pastor: _____

Principal/Director: _____

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