

January 21, 2026

Dear Friends,

The Lutheran Church of the Good Shepherd in Palos Heights is committed to sharing our blessings with others to help and support the care and ministry of organizations serving the Children of God.

We would like to make you aware that each July we will make an annual gift of \$10,000 to a non- profit/charitable organization. This gift is to be used for capital improvement projects only with the purpose of enhancing the services the organization provides in the Chicagoland area. This project should be ready to begin and be completed (or nearly completed) within a year's time of receiving the gift. Priority will be given to instances where the gift would provide a significant portion of the overall budget for the project. Upon completion, the Church's Missions Committee would appreciate the ability to visit your organization to see the project in action.

If your project meets these basic requirements, we invite you to answer the enclosed questions, helping us to better understand your needs. This document should be completed and returned electronically or by mail by June 1, 2026. Applicants will be notified of the committee's decision by August 15 with funds distributed on or before September 1st.

We thank you sincerely for your interest in this program. Please contact the Rev. Christopher Buresh (708-448-4170) with any further questions.

May God continue to bless your ministry.

Sincerely,

Pastor Chris Buresh on behalf of the Good Shepherd Missions Committee

Capital Improvement Grant Request from Good Shepherd Lutheran Church

To assist those who are reviewing the requests, please use the following template in submitting information. *Make sure each page includes the name of the organization as well as a page number.*

CONTACT INFORMATION

Name of the Organization:

Location of the Organization:

Name of the Contact Person:

Phone for the Contact Person:

Email for the Contact Person:

ORGANIZATION INFORMATION

In one paragraph, please describe the overall mission and goals of your organization as well as the approximate number of households your ministry directly serves each month. Please also include the number of paid staff and an approximate number of volunteer staff involved in your agencies work. Lastly, please include a copy of the organizations 990 or statement of financial status.

PROJECT INFORMATION

Specific to the project for which funds are requested, please address the following information. To help those reviewing the applications, please number each section and limit each section to a paragraph in length.

1. Describe the project including the site and details of what will be done.
2. Describe how this project will help the previously stated mission and goals of the organization.
3. To the best of your knowledge and ability, share the expected start dates and dates of completion for the project.
4. Indicate the total cost for the project and, if funding is needed beyond what this grant provides, what additional sources of funding do you have secured to ensure the project is completed? If you have a detailed budget, feel free to include that.
5. In no more than one paragraph, share any other information you feel would assist us in reviewing your request.

Please submit the following information and email it along with any supporting documents to pastorchris@good-shepherd-church.com or mail it to:

Good Shepherd Lutheran Church
Attn: Pastor Chris – Missions
7800 W McCarthy Rd.
Palos Heights, IL 60463

The deadline for submissions is listed on the introductory letter. We look forward to hearing of what God is doing in your organization and how we may be able to help. God bless.