



PROJECT ASSISTANCE Application

NORTH AMERICA PROJECT

(To be completed after reading Maranatha's *Standard Operating Procedures*)

Name of group requesting assistance: _____

Proposed Maranatha Project Dates: _____ to _____

PROJECT DESCRIPTION

Type of Project: Church Church Addition School School Addition Other

If "Other," please describe _____

Square footage of Project: _____ Size of Property/Lot: _____

Type of Construction: Masonry Wood Frame Metal Frame Metal Shell

Type of Roof: _____ Material: _____ Pitch: _____

ANTICIPATED PROJECT TIMELINE

	<i>Building Plans to Plan Review</i>	<i>Receive Construction Permit</i>	<i>Begin Foundation</i>
Date:			

SITE AND AREA DESCRIPTION

Project Location (City/State): _____

Best time of year for building: _____

Nearest commercial airport to project site: _____

How far is the airport from the project site? _____

Accommodations: How many people can you house? _____

How many RV spaces are available? _____

Sewer hookups available Yes No

Electric hookups available Yes No

Water hookups available Yes No

FINANCIAL ARRANGEMENTS (REFER TO BUDGET WORKSHEET, INCLUDED FOR YOUR CONSIDERATION.)

Total estimated project costs (in U.S. Dollars): \$ _____

Amount of cash currently on hand: \$ _____

Explain on a separate sheet the arrangements that have been made to cover total estimated project costs.

AGREEMENT TO MAINTAIN FACILITY

It is agreed that our organization (identified below) will maintain the facility (listed on Page 1 of this application) in a manner that is representative of Jesus Christ. We will not allow it to fall into disrepair.

Signature: _____ Title: _____

Organization: _____ Date: _____

GOVERNING BODY’S AWARENESS OF REQUEST FOR MARANATHA’S INVOLVEMENT

Governing Body (Seventh-day Adventist Conference): _____

Conference Official’s Signature: _____

Official’s Title: _____ Date _____

APPLICATION PROCESS

- 1. Complete **application form** (2 pages, total).
- 2. Create **cover letter** explaining why Maranatha’s assistance is needed.
- 3. Obtain set of conceptual plans including elevation, floor plan, site plan & cross-sections.
- 4. Acquire copy of **land use permit**. *(When a land use permit is not required; you may provide a letter from your governing jurisdiction, instead of the permit, indicating the permit is not necessary.)*
- 5. Copy **documents verifying sufficient financial arrangements** have been made for project. *(If another institution provides a portion of the project’s funding, a letter stating financial arrangements must accompany this application.)*
- 6. Arrange for **project management appropriation**. *(See Standard Operating Procedures.)*
- 7. Send six items listed above to the office of Maranatha Volunteers International.

LOCAL CONTACT PERSON RESPONSIBLE FOR PROJECT

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home number: _____ Work number: _____

Fax number: _____ E-mail address: _____

I HAVE READ MARANATHA’S STANDARD OPERATING PROCEDURES AND AGREE TO ITS SPECIFICATIONS.

Signature: _____ Date: _____