



**Sheffield-Sheffield Lake City School  
Endowment Fund  
Grant Application  
2020-21 School Year**

**The Endowment Committee will be awarding grants this year on a cycle basis. You may submit 1 grant per cycle {First cycle is due by Nov. 4, 2020, the second cycle is due by Dec. 2, 2020 with a possibility of additional dates to be added later} You may submit a second grant application only when you have submitted a completed expense report to Andrew Smith. If your grant is not chosen during the first cycle it will roll over to the next. We will put all the grants into a lottery drawing, in order to be fair to everyone. This year's grant guidelines are located on page two. Please note that this year's grant applications should not exceed \$500.00 per project. We will not be accepting applications at this time for any chrome books {too hard to purchase at this time}.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

School \_\_\_\_\_

**Brief Description of Project** {for example: to develop and organize an after-school kite club for intermediate school students}

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**Amount Requested:** \$ \_\_\_\_\_

If the committee can only grant a portion of the amount requested, would you still want to be considered for a partial grant?    Yes \_\_\_\_\_    No \_\_\_\_\_

**Principal's Endorsement** {Principals should provide a narrative of support for how this project will enhance or support student learning/activities}

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Does this proposal have or require any contribution of resources from other sources?  
If so, please specify

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\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Principal Signature

# Grant Guidelines

- **Grants are due by Wednesday November 4, & December 2, 2020 by 2:00pm.** to Sandy Swearns (Endowment President) at Brookside Middle School
- Grants are awarded to develop or organize projects or programs which increase, enhance or supplement learning or activities in the classroom or school
- Technology applications should not include a dollar amount. These applications will be considered after review of all technology requests. The section regarding “Itemized Estimate of Expenses” can be omitted. Technology should be considered as part of a more global project. Sorry no chrome books.
- First consideration for Grants will be awarded to those who have donated and/or are regular payroll deduction contributors to the Endowment Committee
- All grant money must be used within one calendar year of the notification of award
- Incentive grants (grants exclusively written for classroom trinkets, candy, stickers, or tchotchkes) will not be funded as a stand-alone grant, but should be incorporated as part of a larger project (if applicable)

## Payroll Deduction- Contributor

Do you currently contribute to the Endowment Fund by payroll deduction? Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered No, please consider a payroll deduction amount as little as \$1.00 per pay. Please see an Endowment Trustee for a contribution form.

## Grant Application

### Statement of Need:

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### Description of the Project and its Purpose:

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### Activities (please provide details of the activities you anticipate to fund using this grant):

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### Group or population to benefit from this grant:

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### What results are anticipated from this project?

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**How will you communicate and/or report the results of this grant?**

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**Anticipated project start and end dates:** Start \_\_\_\_\_ End \_\_\_\_\_

**Itemized Estimate of expenses:**

Description of Item	Number of Items	Cost

**Total Grant Amount Requested (must match page 1):** \_\_\_\_\_

**Conclusion / Summary**

**Please provide a statement as to why you believe this proposal should be funded. Feel free to include any additional comments you wish to convey as the committee considers grant awards**

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**Sheffield-Sheffield Lake City Schools- Endowment Trustees**

President – Sandy Swearns  
Vice President – Stacey Mahnke  
Secretary – Abbe Mastroianni  
Assistant Secretary – Betsy Ingram  
Treasurer – Andrew Smith  
Member – Emmett Garton  
Member – Barbara Miller

SSLTA Representative–Amy Kitzberger (Knollwood)  
SSLCEA Representative–Emily Kinser (BIS)  
Dan Rahm (Admin)  
Brenda Svec (COI)  
Michael Pissini (BOE)  
Michael Cook (BOE)  
School Board Member – Pat Czech

**You must use this Application  
Good Luck and Have a Great Year!**