

Steller Secondary School General Purpose Grants

Steller has set aside \$ _____ for the 2013/2014 school year for General Purpose Grants.

Students, staff and parents may apply for the General Purpose Grants. The grant committee will review the applications and offer recommendations to the Advisory Board based on the following criteria.

Grant Award Criteria

- The request should be something that will benefit all or as many students in the school as possible.
- The purchase(s) should have a lasting value. Projects should benefit most students and/or the community.
- Priority will be given to those requests which directly support Steller philosophy.
- The purchase(s) should be made available to the whole Steller community.

Information Required

Attached is the grant request form. Please take the time to give detailed information about the grant request. Information you must include to be considered for the General Purpose Grant are:

- Detailed description of the item(s) to be purchased or the project to be funded.
- Statement describing how the item(s) support the curriculum and/or benefit the students and/or the Steller community.
- Name(s) of community members supporting this grant request.
- Cost of item(s) to be purchased including any shipping and handling fees, and any other fees associated with the project.

General Purpose Grant request forms must be received on or before _____.

The completed grant request form may be turned in at the front office. The Grant Committee will review the requests and make a recommendation to the Advisory Board. Grants will be approved on or before _____. Allocated funds must be spent during the 2013/2014 school year. With the support of the Steller General Purpose Grants, it is hoped that the Steller community will have the tools needed to have a successful year.

IMPORTANT NOTICE TO ALL APPLICANTS

Before this application for funding can be approved, it is required that you complete the front of this application and sign the agreement below.

I, _____, agree to use the approved funds for the project or activity as it is described above, and to return any unused funds to the General Purpose Grant Committee. I agree to provide the General Purpose Grant Committee with copies of the receipts for the items purchased with these funds. If the project or activity is not completed by ____ / ____ / ____ I agree to return the funds in full to the General Purpose Grant Committee.

Signature _____

Dated _____

For Use by the General Purpose Grant Committee

- Approved**
- Disapproved**

Notes: _____

Chairperson's Signature _____ date _____

Treasurer's Signature _____ date _____

Check # _____ Amount \$ _____

Date Paid ____ / ____ / ____ Initials _____

GENERAL PURPOSE GRANT COMMITTEE FUNDING REQUEST

Date Submitted _____

Date Presented to committee _____

Contact Name	
Phone #	
Email Address	

Submitted by:

Student(s) Parent(s) Staff or Principal

Total Funding Request: \$	Funding Required By:	Check to be made out to:
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Please describe in detail what the funds will be used for: (additional sheets may be added)

Include copies of your budget, estimates, plans, drawings, blueprints, materials list, etc.

In what other ways are you seeking funding for this project or activity?

How would the Steller Community benefit from this project or activity?

Which Steller community member(s) support this project or activity?