

NORTHVIEW EDUCATION FOUNDATION
2020 February (2nd SEMESTER) GRANT APPLICATION

DEADLINE: Please mail the completed application inter-office mail to NEF at the Special Ed Office or deliver completed application to the Administration Building by 4pm on **MONDAY, JANUARY 27.**

GRANT DISCUSSION MEETING: FEBRUARY 3, 2020 beginning at 5:00 pm in the Crossroads Media Center. Email NEF@NVPS.net or call Brenda Dykema (NEF Executive Director) at (616) 365-6153 to schedule a time 5-7 Minute slot to discuss your grant. The purpose of this meeting is to have any questions or clarifications answered regarding your grant for our Committee. **APPOINTMENTS ARE SCHEDULED ON FIRST COME. PLEASE CALL OR EMAIL AS SOON AS YOUR GRANT IS SUBMITTED.**

GRANT REQUESTS UNDER \$300 WILL BE REVIEWED PRIOR TO THE GRANT MEETING AND MAY BE EXEMPT FROM ATTENDING THE MEETING, HOWEVER, THIS IS NOT A FINAL DECISION ON AWARDING THE GRANT. YOU WILL HAVE APPROVAL OR DENIAL BY FEBRUARY 10.

GRANT WRITER REQUIREMENTS:

- Fill out the grant application and submit it by set deadline (describe purpose/description & budget)
- Have the grant approved by building principal (signature required).
- If the grant includes a request to purchase technology, it must have Director of Technology signature.
- Ideas for grants can be shared but each grant must be written by the person(s) applying for grant.
- Funds requested cannot include costs for transportation, meals, apparel/uniforms or Northview employee salaries.
- Attend grant application discussion meeting to answer questions regarding the grant application unless you are notified by the Executive Director that you are not needed at the grant meeting. This will not harm your chances of receiving a grant.
- Grant applications will be accepted for repeat grants but please note new grants may be given preference over grants that were previously awarded within the prior two years.
- Grants will not be accepted for purchases made previous to the grant award.

FOLLOWING GRANT APPLICATION DISCUSSION MEETING - THE NEF WILL:

- Approve the funding in full or partial. You will receive an email with a decision by FEBRUARY 10TH.
- Return the application with suggestions for resubmitting.
- Deny the request. (Explanation would be given)

GRANT RECIPIENT REQUIREMENTS:

- Within 3 months submit an article w/ pic of grant in action to NEF@nvps.net for the NV News.
- Post information about the grant in/on your classroom newsletter or website.
- **Spend all money awarded within 3 months of receiving the grant. DATE: __MAY 10, 2020_____**
- Attend the Golf Outing if possible to be recognized.

QUESTIONS: Please contact your NEF Building Representatives or NEF@NVPS.NET

NORTHVIEW EDUCATION FOUNDATION
2020 2ND SEMESTER GRANT APPLICATION

GRANT
TITLE: _____

APPLICANT(S)
NAME: _____

SCHOOL: _____
POSITION: _____

PHONE: _____ E-
MAIL: _____

AMOUNT REQUESTED: \$ _____ # OF STUDENTS TO BENEFIT: _____

WILL THIS GRANT BE USED IN FUTURE SCHOOL YEAR(S) _____

REQUIRED SIGNATURES:

APPLICANT: _____
TECHNOLOGY: _____

PRINCIPAL: _____ (If Applicable) SUPERINTENDENT: _____

DESCRIPTION/PURPOSE:

Grant Description:

Purpose of Grant:

PROJECTED BUDGET:

Funds Requested from NEF:	\$
Outside Funding (Corporate/Private/Matching School Funds):	\$
Total Project Budget:	\$

BREAKDOWN OF EXPENSES:

Item Description:	Purchased From:	Amou
		\$
		\$
Total Project Budget:		\$

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