



LIGONIER VALLEY SCHOOL DISTRICT FOUNDATION, INC.

GRANT APPLICATION REQUEST

Date of Application _____ EIN Number _____

Department Name _____

School/Grade Level(s) _____

ORGANIZATION REPRESENTATIVES

President/Executive Director _____ Phone _____

Alternate Contact _____ Phone _____

TYPE OF REQUEST (check category)

- _____ Special project such as the arts, health, or education
- _____ Seed money for new program
- _____ Equipment or facility needs
- _____ Specialized or technical
- _____ Capital campaigns with specific goal(s)
- _____ Kidz Kare Fund

REQUIREMENTS FOR APPLICATION

- Grants can be made only to an organization having tax exempt status under Section 501(c)(3) of the Internal Revenue Code.
- Project must benefit or service the Ligonier Valley School District.
- Grant requests will be considered on a quarterly basis by the Board of the LVSD Foundation. Requests must be received at the LVSD Foundation office before the following dates:
1st Quarter–January 2; 2nd Quarter–April 1; 3rd Quarter–July 1; 4th Quarter–October 1
- District groups that receive an approved grant cannot apply for another grant for one calendar year from the last day in the quarter they received their grant.

PLEASE INCLUDE THE FOLLOWING INFORMATION WITH YOUR REQUEST

- A copy of the organization's IRS Tax Exempt status under 501(c)(3) of the Internal Revenue Code.
- A cover letter giving the date of the organization's board approval of the project; who will oversee the project; and the amount of money requested.
- An itemized list of expenses for the entire project.
- Justification of the project (why needed, who will benefit, etc.) Please try and keep to 2 pages in length.

SUBMIT ALL REQUIRED DOCUMENTS VIA E-MAIL TO:

grants@lvsdfoundation.org

April 26, 2016