



Ligonier Valley School District Foundation, Inc.

Emergency Grant Application Request

Date of Application _____

Project Name _____

Location of Project (School or schools, other sites) _____

Grade level(s) Targeted _____

Number of Students Involved (approximate) _____

Brief Project Description

Is this project sustainable over more than 1 school year? ____ If so, how?

Amount Requested _____ Total Project Budget _____

Other sources of funding, if applicable _____

Contact Person _____ Telephone _____

Address _____ E-mail Address _____

School/Grade Level(s) _____

TYPE OF REQUEST (Check all categories that apply.)

Arts ____ Academics ____ Athletics ____

Other (please explain) _____

____ Seed money for new program

____ Equipment or facility needs

____ Special project

____ Specialized or technical research

____ Capital campaigns with specific goal(s)

____ Other (please explain)

REQUIREMENTS FOR APPLICATION

- Project must benefit or serve the Ligonier Valley School District.
- Grant request **MUST** be submitted 1 week ahead of the next scheduled LVSD Foundation board meeting. Meetings dates are posted on our website (www.lv sdfoundation.org).
- Grant proposal grows from a sudden, unexpected need of the LVSD Students and the timing conflicts with the LVSD Foundations normal grant cycle.
- Grant proposal has been delayed due to uncontrollable circumstances outside of the Ligonier Valley School District, thus preventing the application submission meeting the required deadline.
- Emergency grants are limited to a maximum of \$1000.
- Grant money may not be requested for salaries
- Recipients of grant funding must wait one calendar year from the date of funding before submitting another application.
- Recipients must return the Grant Follow-Up Form on or before one calendar year following receipt of grant funds. Recipients who fail to return the Grant Follow-Up Form will become ineligible from future LVSDF funding.

PLEASE INCLUDE THE FOLLOWING INFORMATION WITH YOUR REQUEST

- Project description, including why needed, who will benefit, etc. (two pages maximum)
- Organizations submitting requests must include evidence of their Board's approval of the request, EIN, and a copy of the IRS Tax Exempt status under 501(c)(3) of the Internal Revenue Code.
- Teachers submitting requests must include their building principal's signature.
- An itemized list of expenses for the entire project. (one page maximum)

SUBMIT ALL REQUIRED DOCUMENTS VIA E-MAIL TO: grants@lv sdfoundation.org

Please contact the Foundation at contact@lv sdfoundation.org with any questions.