



GRANT APPLICATION

The Mission of the Duluth East High School Foundation is to enhance a world class educational experience for all East High School students by providing financial support for academics, student activities, athletics, and campus improvements.

The Duluth East High Foundation (DEHSF) will accept grant requests from January 1 through April 1 or, under special circumstances, at anytime of the year. Grant proposals from \$500 to \$2000 that meet our mission guidelines will all be considered by the Foundation. Higher priority will be given to those requests that 1) impact the greater number of current East High Students and 2) demonstrate a great financial need.

Applicant Eligibility is open to any representative of a school sanctioned activity, as defined by the school principal and school district policies. This includes all academic, athletic, extracurricular programs, and clubs that are officially sanctioned by East High School.

An Allocation Panel, a standing committee of the DEHSF Board, will identify and rank which grant requests best meet the Foundation's criteria and the unmet needs of East High during each grant making cycle. The Allocation Panel will be staffed by the East Foundation, including the Principal or Principal's designee, President or President's designee, and Activities Director or the Director's designee.

The Allocation Panel will present its ranking of grant proposals and recommendations to the May Duluth East High School Foundation Board meeting for approval and distribution of the funds by June for the next school year.

We will not fund the following:

- Individual salaries or stipends, as dictated by school district's guidelines.
- Requests for re-granting. e.g. Student Forum requesting \$1,000 for a gift to Project Joy.
- Endowments. e.g. The Band requesting \$2,000 to establish a uniform fund.
- Debt retirement. e.g. The Birch Log requesting \$2,000 to cover a yearbook price increase.
- Partisan political organizations or campaigns.
- Efforts to fund lobbying to influence legislative decisions.

Grant Winner Responsibilities:

Submit a testimonial letter to the Foundation explaining the impact on students that the grant has made. This letter is due upon the completion of the funded project. Grant recipients will not be eligible for future DEHSF Grants until this letter has been received by the Board.

Your letter may be used in promoting the work of this Foundation.

GRANT APPLICATION SUBMISSION INSTRUCTIONS

1. Use the "save as" feature to keep a copy of this document and the following application form for your records.
2. Following the instructions on the application form, fill it in and submit online. OR Print the application, fill it in, and mail the completed application to The Duluth East High School Foundation, 301 N 40th Ave E, Duluth, MN 55804



East High School Foundation Grant Application Form

Applicant

Applicant Relationship(s) to Organization
(Student, Advisor, Coach, Administrator/ Activity, Department, Club, Academic, Organization)

Address E-mail

Contact Person Telephone

Project Title Project Timeline

Amount Requested Estimated number of students to be impacted

Expected outcome to East High experience.

From what other groups have you sought assistance?

Eg. Many organizations have booster clubs, i.e. Music Boosters, Dance Team Boosters, Volleyball Boosters, and etc. The Duluth Public School Fund is also an available resource for you to pursue, (<https://sites.google.com/site/duluthpublicschoolsfund/>)

If your group has a booster club, have you asked for their assistance? ___yes ___no. If yes, what was their response to your request? _____

Other Sources that you have requested assistance from.

How much requested/received?

Pending

Received

☐
☐

☐
☐

In the space provided, please describe your proposal and demonstrate its relationship to our grant criteria.

Proposed Budget

Proposed Budget Expenses		Proposed Budget Income	
Supplies.....	\$	Proposed DEHSF Grant.....	\$
Equipment.....	\$	School District.....	\$
Fees	\$	Fees.....	\$
Transportation	\$	Other be specific	\$
Other be specific	\$	Other be specific	\$
Total Project Expense...	\$	Total Project Income.....	\$

If your budget includes payments to the school district, please explain why these costs cannot be provided by district funding and why they are an important part of your project.

How will you evaluate the effectiveness of your project in meeting your intended outcome(s)?

☐ By checking this box, I promise to meet the grant winner responsibilities as spelled out on the cover letter to this application form. I also certify that all the information provided on this application is true to the best of my knowledge.

School Advisor/Coach/Applicant's Signature

Today's Date

Questions? Contact us on our Web Site at www.dulutheastfoundation.org