



SUMMERVILLE HIGH SCHOOL FOUNDATION

Bear Grant Guidelines and Application

Overview & Purpose

Summerville High School Foundation Bear Grants are made to Summerville High departments, faculty, staff and students whose proposed projects support the Foundation's mission by enhancing the student experience by providing resources to support the arts, academics and athletics.

Examples of activities that meet the foundation's mission include, but are not limited to:

*Capital facilities projects *Instructional or extracurricular equipment, technology or supplies *Staff or student travel to a conference training or extracurricular activity *Special events that enrich campus life, such as guest speakers

Examples of ineligible requests include, but are not limited to:

*Items that provide only personal, not professional or academic benefit *Individual scholarships
*Activities or items that are not related to Summerville High students, faculty, staff or potential/future students *Funding for existing financial obligations or replenishing resources to pay such debt.

Since future grant funding cannot be guaranteed, applicants should consider requests for one-time funding.

Once an applicant receives funding the monies must be used for the purpose/need stated in the original grant application. If that need goes away, the funds must be returned to the Foundation.

The program is not intended to supplement other funding sources that may be allocated in the school budget or provide funding for existing programs. For this reason, applications **must be reviewed and approved by the Principal, School Site Council and then the Superintendent prior to submission to SHS Foundation.**

Selection Process:

Completed applications are reviewed by the Foundation's Grant Committee. Additional information may be requested from the applicant during the review process.

The Final Step in the Process:

Please plan to provide a written and/or oral report to the Foundation Board of Directors after the project has been completed and no later than the end of the current school year.

TIMELINES: The Foundation will accept Bear Grant Applications, with Administrative approval, throughout the fiscal year from July 1, 2024 - June 30, 2025, as needs arise.

BEAR GRANT APPLICATION FORM

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2024-2025

Date Submitted _____

Name of campus organization and/or person applying for grant:

Person applying is: Student Teacher Staff Administrator Other (circle one)

Grant Proposal Title: _____

Primary Contact Name: _____

Address: _____

City: _____ State _____ Zip _____

Email _____ Text: _____

Telephone # (_____) _____

Amount Requested: _____ Date Needed: _____

1. Please describe your idea, program, event or project, including who will benefit.

2. What is your plan of action for this project. Please include an estimated time line for completion.

3. Why should this project be given a Bear Grant? How will you measure its success?

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4. **Project Budget:** [Note: Please list only the costs relevant to this particular project. For personnel costs, list by position and include any other associated personnel costs.]

Position	Personnel Costs	Total Cost
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Equipment and Supplies Costs:		
_____	_____	
_____	_____	
All Other Costs:		
_____	_____	
_____	_____	
Project Total:		\$ _____

5. Have you sought and received or will you be seeking other funding for this project? From whom?

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6. Do you have a plan for sustaining the project beyond the current granting period? If so, please explain in detail how you will do so and be specific about future sources of funding.

7. Please complete the following in the order requested:

STEP 1: Principal Approval (signature) _____ Date: _____

Comments: _____

STEP 2: Superintendent Approval (signature) _____ Date: _____

Comments: _____

STEP 3: Site Council Approval (signature) _____ Date: _____

Comments: _____

FOR FOUNDATION USE ONLY:	
Date of grant review: _____	Action Taken _____
Date of notification of action to grantee _____	