



Gull Lake Community Schools Foundation

Grant Cover Page Checklist

All Applications must include the following:

- A detailed description of the program or materials these funds will support.
- Explanation of the critical need for this program, project or material
- Completed budget form (see attached)
- Explanation of how you will recognize the contribution by the Foundation.
Example: labels, parent letters, staff meeting
- Student grants must have written recommendation from a Gull Lake Community Schools teacher.

Grant Process:

1. Application
2. Building Liaison initial
3. Principal Signature
4. Curriculum Director Signature
5. Technology Supervisor Signature, when applicable
6. Foundation Grant Committee Review
7. Approval or Denial by Gull Lake Community Schools Foundation Board
8. Feedback Forms due upon completion of the project

Criteria used by the Committee includes but not limited to:

1. Alignment with school wide goals, improvement or curricular development
2. Innovation/Creativity
3. Number of students or staff affected
4. Professional growth
5. Financial need
6. Budget

Building Liaisons:

Kellogg Elementary School – Janelle Holland
Richland Elementary School – Karen Koets
Thomas M. Ryan Intermediate School – Laurie Klok
Gull Lake Middle School – Cheri Medendorp
Gull Lake High School – Randy Walbridge

Application Deadline

General/Teacher Grants: September 15th, October 15th, November 15th, December 15th,
January 15th, February 15th, March 15th, April 15th

Student Grants: September 15th, October 15th, November 15th, December 15th, January
15th, February 15th, March 15th, April 15th, May 15th, June 15th

Please Note that the Foundation commitment is contingent upon adequate progress on goals by the applicant and the availability of Foundation funds.



Gull Lake Community Schools Foundation

General Grant Student Grant Teacher Grant

Date: _____

Name of School: _____ School Liaison _____

Applicant: _____ Name of Dept. _____

Phone: _____ E-mail: _____

Title of Grant: _____

Grade Level: _____ No. of Students Served by Grant: _____

Amount of Money Requested: _____

Signature of : _____
 Building Principal Approval Denial

Building Comments:

Signature of : _____
 Director of Curriculum Approval Denial

Curriculum Comments:

Signature (if applicable): _____
 Technology Supervisor Approval Denial

Technology Comments:

Grant Application



Gull Lake Community Schools Foundation

Budget Form

INCOME		
Source	Match and/or Outside Funding	Request of Foundation
<u>Support</u>		
GL School Foundation Grants		
Individual contributions		
Fundraising events and products		
In-kind support (donated products, other gifts)		
PTO Contributions		
Other (specify) (Example: Principal Fund)		
Total Support	\$ -	\$ -

EXPENSES		
Item	Amount	Amount
Salaries and wages		
Consultants and professional fees		
Travel		
Equipment		
Supplies		
Printing and copying		
Telephone and fax		
Postage and delivery		
Rent and utilities		
In-kind expenses		
Subgrants/Scholarships		
Other (specify)		
Total Expense		

