



Gull Lake Community
Schools Foundation

*Grant applications are accepted only from GLCS Staff Members and GLCS Students.
The applicant must be currently employed or enrolled in Gull Lake Community Schools.*

Grant Process:

1. Application
2. Building Liaison signature
3. Principal signature
4. Curriculum Director signature and/or other Director or Supervisor, if applicable
5. Foundation Grant Committee review
6. Approval or denial by Gull Lake Community Schools Foundation Board
7. Feedback forms due to Building Liaison 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
7. Supporting/Matching Funds

Building Liaisons:

Kellogg Elementary – Vacant - contact Laurie Klok
Richland Elementary – Karen Koets
Thomas M. Ryan Intermediate – Mary VanderWal

Gull Lake Middle School - Laurie Klok
Gull Lake High School - Beth Rhodes
GLVP - Audra Misner

Application Deadlines:

Applications will be accepted at anytime. General Grants will be reviewed four (4) times each year; Student and Staff Grants will be reviewed five (5) times each year. Applications to be sent to Bonnie Kuepfer (Central Office) by the following dates:

First Cycle: Applications turned in by September 1 will be awarded/denied by October 1.

Second Cycle: Applications turned in by November 1 will be awarded/denied by December 1.

Third Cycle: Applications turned in by January 1 will be awarded/denied by February 1.

Fourth Cycle: Applications turned in by March 1 will be awarded/denied by April 1.

Fifth Cycle: Student/Staff Applications turned in by May 1 will be awarded/denied by June 1.

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



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Single-Year Grant Application

Name of School: _____ Date: _____

Name of GLCS Foundation Liaison: _____

Name of Lead Applicant: _____ Dept. _____

Phone: _____ E-mail: _____

Is this a student, staff or general (material) grant? _____

Grade Level(s) Impacted: _____ No. of Students Served by Grant: _____

Approvals:

	Signature	Approval	Denial
Building Liaison			n.a.
Building Principal			
Director of Curriculum			
Other (if applicable)			

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
- Complete Budget Worksheet with appropriate schedules 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 GL Community Schools teacher.

Administrator Comments:



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Single-Year Grant Budget Worksheet

EXPENSES	
Equipment	
Supplies	
Registration	
Other (specify)	
Total Expenses	\$

OTHER SUPPORTING FUNDS	
Individual contributions	
Fundraising events and products	
In-kind support (donated products, other gifts)	
PTO contributions	
Other (Example: Application for other grants)	
Total Support	\$

Total Amount of Funding Requested from GLCS Foundation \$ _____

Please answer the following questions:

1. Is this grant application aligned with district, school and/or your professional goals? If yes, please briefly explain.

2. Have you secured or applies for outside supporting funds? If so, please explain.

3. Has the GLCS Foundation funded this for you or anyone else in your building in the past? If so, when?

4. Please briefly explain the critical need for these funds.

5. Please indicate from the list below how you will recognize the GLCS Foundation.
 - Provide the GLCS Foundation logo with photos and/or video.
 - Use the GLCS Foundation logo in your classroom newsletter with description of the grant award.
 - _____
 - _____

6. If awarded, how will you acknowledge the grant in your building and/or within the district?



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*This page needs to be completed and attached
to any student grant application.*

The parent/legal guardian signing this application (for a student grant) below agrees and acknowledges that the student has the permission of the parent/legal guardian to submit this grant and to attend/participate in the activity for which the student seeks the grant. In addition, the parent/legal guardian agrees to reimburse the Gull Lake Community Schools Foundation ("GLCSF") for any monies paid by GLCSF related to the grant requested by the student if the student fails to attend or participate in the activity.

**Single-Year Grant
Parent/Legal Guardian Consent**

Print Student Name: _____

Student Signature: _____

Date: _____

Print Parent/Legal Guardian Name: _____

Parent/Legal Guardian Signature: _____

Date: _____