

# Monticello School District Foundation

## Grant and Loan Application

**MAKE A COPY before filling out this form**

I. General Information (100 words or less): [Click here to enter text.](#)

- A. Project: [Click here to enter text.](#)
- B. Address: [Click here to enter text.](#)
- C. Contact Information: [Click here to enter text.](#)
- C. Persons Responsible for Grant: [Click here to enter text.](#)

II. Organization/Group/Request Background

- A. Description of request (100 words or less): [Click here to enter text.](#)
- B. Describe utilization of volunteers or outside sources of help, particularly the successful or unsuccessful attempts of alternative funding sources. [Click here to enter text.](#)

III. Project Description

- A. State school or student's need and the benefits to be derived by the students. [Click here to enter text.](#)
- B. What are long term goals of the project? [Click here to enter text.](#)
- C. What are specific, short term, measurable objectives? [Click here to enter text.](#)
- D. Any specific activities planned? [Click here to enter text.](#)
- E. Number of students to be served and from what grades and ages? [Click here to enter text.](#)
- F. Timetable for project. [Click here to enter text.](#)
- G. Project evaluation plan, including specific outcomes and expectations. [Click here to enter text.](#)

IV. Financial Information

- A. Attach a copy of Project Budget. Amount of Grant/Loan requested from Monticello Schools Foundation and desired timing of payment.
- B. Amount requested/obtained from other funding sources. (Source and results) [Click here to enter text.](#)
- C. Plans for ongoing funding. [Click here to enter text.](#)

V. Letter of Support

- A. A letter or note of support from the superintendent, principal, department head, or a teacher for a project is **REQUIRED**

Principal Signature: \_\_\_\_\_

Curriculum Director Signature: \_\_\_\_\_

Technology Director Signature (if requesting tech) \_\_\_\_\_

Superintendent Signature: \_\_\_\_\_

**\*\*\*Areas not funded\*\*\***

- A. Operational expenses of the School District.
- B. Groups connected with any attempts to influence voting at local, state or federal level.
- C. Any group that would discriminate on the basis of age, race, religion, national origin, color, sex or disability.

**MONTICELLO SCHOOL DISTRICT FOUNDATION**

*With the Welter challenge now met, the Monticello School District Foundation now moves forward in meeting its added responsibility of disbursing funds for otherwise unfunded needs or ideas. We have created guidelines for the application to obtain such funds. First and foremost, the beneficiaries of these funds will be students of the Monticello Community Schools, and all applications need to show that purpose to procure funds. In our fiduciary capacity we will apply care and concern in the disbursement of what is the community's money, and which has been entrusted to the foundation. Therefore, to minimize confusion and to set forth the parameters of our endeavor, we ask you adhere to the following guidelines:*

- 1. Use the official application for Monticello School District Foundation.

2. Depending on Foundation principle and investment results, a certain amount of money will be disbursed each year, and we will distribute it as evenly as possible throughout the year. Therefore, the timing of the application is not important, and we will try to be fair and equitable in distributing to the various departments and programs in need.

3. Before attempting an application, it is important that applicants have exhausted other potential sources of funding. While we do exist for the schools, we feel it is part of our fiduciary responsibility that all applicants first exhaust outside sources of funding. That can only serve to enhance the overall effectiveness of the Foundation and maximize the benefits for the students.

4. Any rejection of an application should not be construed as a lack of support, only that having a finite amount of money makes this an economic decision and that maintaining fair and equitable distributions may necessitate a rejection. Resubmitted applications in subsequent years would be welcomed.

5. Completed applications should be submitted to the Foundation for consideration at the following meeting unless an emergency need exists. An emergency need will be dealt with in an expedient manner in accordance with Foundation procedures. Complete funding of projects may not always be possible and may be preferable when it is determined that the methods needed to raise additional monies could result in building character or increase student awareness as to the importance of having ownership in an endeavor.

6. For grants extended, an outcomes based report would be expected after one year and possibly longer depending on grant circumstances.

Thank you again for your support of Monticello Schools and all you do for the students. We look forward to working with you and serving you in your quest to provide ancillary educational and citizen building opportunities for our students.

The Monticello School District Foundation  
P. O. Box 2  
Monticello, Iowa 52310