Salem High School Alumni Association

Classroom Grant Form- REQUIREMENTS

To support our mission of fostering student development, the Salem High School Alumni Association is offering grants to K-12 teachers in the Salem City School District in the amount of $100-$500.

The **Classroom Grant Program** is designed to expand, improve, or provide unique educational insights while enhancing educational opportunities, environment, and the physical and mental growth of students.

Applications for grants will be accepted until September 30 for grants paid in mid-October. Grants will be accepted on a first-come first-serve basis.

Requests must be made using this **Classroom Grant Form** and returned to SHSAA by the deadline for consideration. **A detailed listing of expenses for each requested item from a seller must be included with your submissio**n. All requests must be signed by the school building principal and the superintendent of the Salem City School District following the guidelines of the District Policy Manual. Partial, future, and multi-year grant funding may be approved if requested.

Award decisions will be made by the Salem High School Alumni Association Scholarship and Grant Committee and with approval of the SHSAA Board of Trustees. All decisions will be final.

Disbursement of funds will be directly to the school district, and receipts of all activities must be provided to the association to ensure the appropriate use of funds for all grants. Unused or inappropriately used funds shall be promptly returned to the association. Nothing shall prevent the association from directly purchasing items under its non-profit status in lieu of disbursing such funds at its sole discretion.

A follow-up letter and/or pictures summarizing the success of the grant during or by the end of the school year are required for future funding and may be published in the communications of the association.

Please complete the Classroom Grant Form Application on the following page. Retain this page to ensure that all stipulations of the grant are followed.

Salem High School Alumni Association

Classroom Grant Form – APPLICATION

Salem High School Alumni Association Classroom Grant Request

Teacher(s): _____

Contact Cell: _____ Grade Level(s): _____

Email: _____ Building: _____

Principal: _____

Educational Subject/Department(s): _____

Project description including estimated number of beneficiaries and goals of project:

_____

_____

_____

_____ Please continue using additional pages if needed.

Classroom Grant Request Amount $ _____ ($100 - $500).

You must include a detailed listing of expenses for each item with your submission (non-profit status).

Are additional funds required or being provided? If so, explain. _____

_____

Applications for grants will be accepted until September 30 for grants paid in mid-October. Grants will be accepted on a first-come first-serve basis.

☐ I agree with the stipulations of SHSAA Classroom Grants provided on the Requirements Page.

☐ I have attached or scanned a detailed listing of expenses from a seller for each requested item.

	PRINTED NAME	SIGNATURE	DATE
Responsible Teacher:	_____	_____	_____
Principal:	_____	_____	_____
Superintendent:	_____	_____	_____

Salem High School Alumni Association
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