

Pullman Education Foundation Community Service Grant Application

Application Deadline: Though PEF accepts Community Service Grant applications throughout the year, all grant applications received between April 5 and August 31 will be considered at the September meeting of the board. You will be contacted if additional information or a presentation is required.

The PEF accepts Community Service Grant applications for items or projects that will enrich/augment Pullman Schools and support the mission of the Pullman Education Foundation.

Application Guidelines

Applications must include:

- Clear and detailed description of the project or item.
- Thorough, itemized budget for the project or item.
- Detailed description of how the project or item will align with the PEF mission, and the impact the project or item will have on the students, staff, faculty, and alumni of Pullman Schools.
- A thoughtful sustainability plan – how will this item or project be supported in the long term. What will upkeep, tech support, storage, and maintenance cost, and who is responsible for providing that support? (signature required)
- Signatures from the Pullman School District, Principal of School(s) impacted, and City of Pullman (where appropriate).
- Schematics, photographs, or diagrams of item or project as proposed.
- List of other sources of funding sought or provided.

The following items cannot be funded by PEF:

- Operating expenses such as salaries, rent, meals, travel
- Supplies provided by the district or building (e.g. classroom supplies found on the district supply list)
- Technology provided by the district or building (e.g. chrome books)

Please remit all materials to Pullman Education Foundation, Attn: Community Grant Application, PO Box 151, Pullman, WA 99163 or email attachments to pullmaneducationfoundation@gmail.com

The PEF will prioritize funding for projects and items with the broadest impact on the district.

PEF Mission Statement: The Pullman Education Foundation operates exclusively for charitable and educational purposes to improve the quality of public education in the Pullman School District and provide a means of enhancement.

**Pullman Education Foundation
Community Service Grant Application**

Name(s)_____ **Email**_____

Organization_____ **Phone**_____ **Date**_____

Title of Project/Item_____

Grant Dollar Amount Requested_____

Are you willing to accept partial funding? _____ **Yes** _____ **No**

Have you requested or secured other sources of funding? _____ **Yes** _____ **No**

If yes, from whom and how much (list all)?

All funds will be processed through the Pullman School District office.

Please describe the project/item you would like the PEF to fund, giving careful attention to the application guidelines on page one. Include an itemized and detailed budget. Attach further details where appropriate.

Signatures (obtain all appropriate signatures for the project):

Signature: *PRINCIPAL OF AFFECTED SCHOOL(S)* Date_____

Signature: *PULLMAN SCHOOL DISTRICT SUPERINTENDENT or ASSISTANT SUPERINTENDENT* Date_____

Signature: *PULLMAN MAYOR or CITY COUNCIL CHAIR (required if application involves City of Pullman resources or grounds)* Date_____

PEF Mission Statement: The Pullman Education Foundation operates exclusively for charitable and educational purposes to improve the quality of public education in the Pullman School District and provide a means of enhancement.