

# Memo

**To:** Educators  
**From:** Grant Committee  
**Date:** December 14, 2016  
**Re:** 2017 Endowment Fund Grant Applications

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Ashe County Board of Education Endowment Fund is a nonprofit organization that enables new and innovative approaches to learning that are not supported through the traditional funding of public education. Money placed in the fund will be used to support these new and innovative approaches by providing grants to educators in our county's schools.

**The Endowment Board is pleased to announce that we have approximately \$12,000 available to award in grants for the 2017/18 school year.**

The Ashe County Board of Education Endowment Board has established the following timetable for the 2017 Grants.

**Feb. 21, 2017 (5 PM)** – Due date for submission of 2017 Endowment Fund Grant Applications

**April 3, 2017** – Presentation of the grant award recommendations to the Ashe County Board of Education for consideration and approval

**May 1, 2017** – Recognition of grant recipients at the regularly scheduled Ashe County Board of Education meeting

**July 1- Dec. 31, 2017** – Disbursements will be made to the recipients of the 2017 Endowment Fund Grants

**Aug. 2017 – May 2018** – 2017 grant funds must be spent and implemented during the 2017/2018 school year

The 2017 Endowment Fund Grant Application and the Project Evaluation Form have been posted on the web. Click the Endowment Board tab located on the left side of the page. The application will open in word. Please save to your computer. To complete the application please open the saved copy on your computer. You may type on this copy.

Tips to remember:

- Projects that are ongoing year after year are more likely to be funded than a project request for only one year
- Projects that serve a large number of students are more likely to be funded
- Make sure project is innovative, meets the needs of students served and provides something/things your school cannot
- Place your cursor within the [ ] to begin typing (applications must be type written)
- Your responses must fall within the allowable number of words
- Responses should be well written and each area clearly defined and detailed
- Correct spelling and grammar are a must
- Please do not use acronyms unless they are explained in the narrative (non-school personnel may be evaluating these grant applications and would not be familiar with school lingo)
- Under section IV Budget and Funding be sure:
  - to include the description/names of the items you are requesting (part/model numbers are insufficient)
  - to indicate if the items requested are mandatory for implementing your grant project
  - if partial funding is checked please specify an amount
  - maximum award per Endowment Fund Grant is \$1000.00.
- Proofread application for errors. Errors will lower the total score

When complete, please print the application, and ask your principal to review and sign. Send the application to Marcia Elledge at the central office via school mail, or hand deliver, by **February 21 2017 at 5 PM.**

If you have questions, please do not hesitate to contact Marcia at central support services, 336.246.7175.