



## Guidelines for Requests for Funding from the Crawford Central Community Foundation

### What do CCCF grants support?

The CCCF is all inclusive in its support of students, teachers, coaches and advisors, school parent groups, administrators, etc. that seek to enhance or develop academic, athletic, and artistic programs for Cochranon and Meadville public school students in grades K-12.

The CCCF has two central criteria in choosing to support projects: (1) they must provide **opportunity and/or experience** to K-12 students in the Cochranon and Meadville public schools, and (2) There must be a Pay It Forward project to be completed by those who benefit from the grant.

The CCCF offers 2 funding lines: the **Project Fund** (for general projects, equipment, and expenses that enhance students' academic, athletic and artistic experiences) and the **Emergency Fund** (for unforeseen, time-sensitive projects and events or for economic hardship of individual students at the coach's or advisor's discretion)

**The CCCF is strongly committed to the ideal of "Paying it Forward." Therefore, each application must contain a plan to complete a community service project.** We believe that giving back to our communities is something we're all called to do. We want to encourage in the students of our schools, as well—to "Pay Forward" through their actions a sense of what they've received and what they can offer others. We hope, through the financial support of the CCCF and the "pay it forward" model, to further develop the strong bonds of our community and send the spirit of giving into the future. We ask that those submitting grant applications also consider how the group benefiting from the grant can "pay it forward" through a related activity. For example, if an application proposes a project to buy any icemaker for an athletic team, a way to "Pay It Forward" might be to host an afternoon sports clinic for elementary school students. Or if an application proposes to take a group of students to an environmental learning center, a way to "Pay It Forward" might be to have the students lead a Saturday clean-up effort. Or, if a project proposes to support student participation in a musical event, a way to "Pay It Forward" might be to have those students perform a concert at a senior facility.

### Who decides whether a project gets funded?

The independent Board of the CCCF carefully considers each funding application and is the sole determiner of which applications receive funding. The Board may choose to offer partial funding at its discretion. **Please note:** all necessary school district approvals must be obtained separately and are the responsibility of the project director or school advisor/coach. Every effort will be made to review proposals within 30 days of receipt.

## **What makes a grant application successful?**

- The application should be completed in a thorough and thoughtful manner, with clear descriptions of the goals of the projects and materials for which funding is sought. ***It must include all necessary authorized signatures.***
- The proposal should clearly describe the benefit to Cochranon and/or Meadville students of the project or materials for which funding is sought.
- The proposal may be a collaborative effort between educators, schools, organizations, or others to reach children in multiple classrooms, grade levels or buildings. Projects may also be a collaborative effort between different funding organizations (i.e., the PTO or Booster organizations).
- The applicants agree to account for and report on the project once funded. Successful grant recipients will receive a Final Report Form with notification of approval of their grant, and will be asked to attach necessary receipts, a narrative of the project, and the “Pay it Forward” component of their project.
- Grants awarded are limited to \$1,000.00
- The proposal should not seek repeat funding for a previously approved project or retroactive funding for an existing project or purchases that have already been made. The Foundation does not work on a reimbursement basis.
- The proposed budget should include any shipping costs.

**What types of projects is the CCCF likely to fund?** Given the CCCF’s twin goals of providing opportunity and experience to K-12 students in Cochranon and Meadville public schools, we offer the following examples:

### **Types of Projects We Will Consider Funding:** ❖

Purchases of library books

- ❖ Registration and ticketing for field trips
- ❖ On-site cultural, artistic or academic events

### **Types of Projects We Won’t Fund:**

- ❖ Transportation. Due to limitations of our insurance, we cannot fund transportation.
- ❖ Maintenance of existing equipment
- ❖ Personal items that would remain in the possession of the students or staff member.
- ❖ Items that are personalized with student names.