



# Memo

**To:** Educators  
**From:** ACS Endowment Grant Committee  
**Date:** December 19, 2018  
**Re:** Grant opportunity - 2019 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 Ashe County Board of Education Endowment Board has established the following timetable for the 2019 Grants.

**Dec. 19, 2018** – Application period opens

**Feb. 15, 2019 (5 PM)** – Due date for submission of 2019 Endowment Fund Grant Applications

**April 1, 2019** – Presentation of the grant award recommendations to the Ashe County Board of Education for consideration and approval

**May 6, 2019** – Recognition of grant recipients at the regularly scheduled Ashe County Board of Education meeting

**July 1- Dec. 31, 2019** – Disbursements will be made to the recipients of the 2018 Endowment Fund Grants

**Aug. 2019 – May 2020** – 2019 grant funds must be spent and implemented during the 2019/20 school year

**May 31, 2020** – Project evaluation due

continued

**The Endowment Board is pleased to announce that we have approximately \$12,000 available to award in grants for the 2019/20 school year.**

The 2019 Endowment Fund Grant Application and a list of frequently asked questions have been posted on Ashe County Schools website. *Click Teachers & Staff or Community and then click Endowment Board.*

**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.**

Remember the following tips when completing the application:

- 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
- Proofread application for errors. Errors will lower the total score
- 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
  - to specify an amount if partial funding is checked
  - maximum award per Endowment Fund Grant is \$1500.00.
- Evaluation of your proposal/project is required once it is completed. An evaluation for will be provided for you to complete and submit to the Endowment Board

When you have finished the application, please print, and ask your principal to review and sign. Send the application to Marcia Elledge at the central support services via school mail, or hand deliver, by **February 15, 2019 at 5 PM.**

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