



## The SUHI Foundation 2018 Mini-Grant Application

The SUHI Foundation Mini-Grants program awards funds ranging from \$100 to \$1,000 for the purposes of advancing staff- and student-designed projects, efforts, and opportunities – for simplicity referred to as “Programs”. For example, a Program may be a club seeking funds to cover costs for a student event, or a specific course where a teacher is looking to buy classroom materials, or a group planning a field trip that provides an enrichment experience. The main criteria is that the Program have an unmet funding need and fit within the Foundation’s mission and four **focus areas**: 1) Academic Support and Career Exploration, 2) Visual and Performing Arts (VAPA), 3) Athletics and Sports Activities, and 4) Leadership and Motivational Opportunities.

**The priority deadline for submission is January 15, 2018** and the first round of awards will be made in February. Upon review of the application, the Grant Funding Committee will determine if additional information is needed. The applicant may also be requested to speak with/present to the SUHI Foundation the specifics of the request. After the first round, applicants will be notified within thirty (30) days of the award status and will be subject to funding availability.

Programs are limited to two (2) grant *awards* per calendar year, but may submit multiple requests at one time. Funding may be used for consumable or durable materials, uniforms/attire, equipment, entry fees, transportation costs, etc. within the confines of the grant request and any limitations set in the award. At the time of the funding, the Committee will establish the timing of the reporting process. All records/receipts must be submitted to the SUHI Foundation no later than the timeframe established. Failure to comply with the deadline will result in the applicant or Program becoming ineligible for future funding. A detailed one-page report should accompany the receipts providing feedback to the Foundation regarding when, how, etc. the money was spent as well as a self-evaluation of the project/program effectiveness.

<b>Program Name</b>			
<b>Date of Grant Request</b>		<b>Amount Requested</b>	
<b>Expected Program Start Date</b>		<b>Expected Date of Use of Funds</b>	
<b>Applicant Contact Information</b>	Staff Applicant Name: Title: Phone: Email: Program/Group: Lead Student:		
Briefly describe your program/project/event, what you aim to accomplish, and how the funds will be spent:			
<b>Separately, attach additional information relevant for our understanding of the history, goals, impact and importance of this effort.</b>			
Briefly describe the objectives, significance to SUHI students and how it relates to the Foundation’s focus areas:			
<b># of Students Served by this Program:</b>		<b>Total Budget for this Program (attach detail):</b>	
<b>Annual Budget for Group/Club/Class:</b>		<b>Annual Amount You Fundraise (or pay out of pocket – attach detail):</b>	
<b>Other Sources of Funding and amount awarded:</b>			
<b>Other Sources requested but denied:</b>			
Please submit this application electronically or in person (Counseling Center - #129) to: <b>Martha Juarez, Executive Director   (619) 240-4702   <a href="mailto:MJuarez@theSUHIfoundation.org">MJuarez@theSUHIfoundation.org</a></b>			