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# LAFAYETTE ENDOWMENT FUND FOR EDUCATION

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## INSTRUCTIONS FOR SUBMISSION OF PROPOSALS

**Overview of the Endowment Fund.** The Lafayette Endowment Fund for Education (LEFE) has been created to provide support for academic projects and activities likely to enhance the academic environment and programs in the Lafayette County School system. Normally, funding will be directed toward support of teaching expenditures for equipment and materials.

While we do not require extremely detailed proposal, we do request that applicants supply a brief rationale for the request, background on the program to be enhanced (or lack of a specific program and the need to get one started), the contribution that this grant will provide toward academic development, and budget estimate of equipment and materials. Typed or handwritten proposals are acceptable. If further space is needed, please attach additional pages securely to the proposal.

**Time Schedule (“IMPORTANT”).** Please forward your completed applications to the **LEFE Box** in the Superintendent’s Office by **the last Friday of September**. The applications will be reviewed by the LEFE Board of Directors in October with grant notifications going out in late October. Requesting staff must be active members of LEFE at the First Mate level or above. For membership information go to [www.lefe.gocommodores.org](http://www.lefe.gocommodores.org)

If your proposal is successful, efforts will be made to acquire the requested materials for use in the upcoming Spring semester. All requested materials become the property of the Lafayette School District.

Thank you for your participation in the enhancement of education in the Lafayette County School District. Good Luck with your proposal.

If you have any questions, please email [lefeinfo@gmail.com](mailto:lefeinfo@gmail.com).

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## APPLICATION FOR FUNDING

Applicant's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

\_\_\_\_\_

Telephone # (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_

Email: \_\_\_\_\_

Grade/Department: \_\_\_\_\_

Title of Project: \_\_\_\_\_

Amount of Funds Requested: \$ \_\_\_\_\_

\_\_\_\_\_

**Abstract** (brief description of project):

Signature of Applicant: \_\_\_\_\_

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**APPICATION- Page 2**

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Background of Project:

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Significance of Project:

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Anticipated Impact on Curriculum or Program:

(attach additional sheets as necessary)

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**LAFAYETTE ENDOWMENT FUND FOR EDUCATION**

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**APPLICATION- Page 3**

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Evaluation of Impact on Curriculum or Program:

(attach additional sheets as necessary)

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Detailed Budget: (Itemize cost of materials requested with suggested vendor)

<u>Item #</u>	<u>Description (cat.#)</u>	<u>Vendor (address &amp; telephone #)</u>	<u>Cost \$</u>
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(attach additional sheets as necessary)