

PURPOSE OF FOUNDATION:

The general purpose of the Foundation will be to receive and administer funds to expand educational opportunities for the students for the Lebanon School District.

Employee Educational Opportunity Application

All Applicants Must:

- Mail or deliver the application to:
Cedar Foundation Grants & Awards
1000 S. 8th Street
Lebanon, PA 17042
- Please address all questions to:
Cedar Foundation Grants & Awards
Phone: (717) 270-6711 or e-mail: mharrell@lebanon.k12.pa.us
- Provide feedback to the Cedar Foundation within 30 days of using the funds.

The Cedar Foundation Board prefers to use our funds to pay for student initiatives such as field trips or classroom supplies that may be needed to complete an educational project. Classroom furniture should be purchased through the building budget.

Employee Information

Employee's Name: First _____ MI _____ Last _____

Phone: _____ e-mail: _____

School: _____ Position: _____

Title of Educational Opportunity _____

Amount Requested \$ _____ (limited to \$1,000) Have you asked to use money from your school's PTA funds? _____ Yes _____ No. If so, what was the response? _____;

Have you asked to use money from your school's building budget? _____ Yes _____ No. If so, what was the response? _____.

Approximately how many students are being impacted? _____

Projected month and year when trip will occur or when supplies will be needed? _____

If supplies are being requested, please provide a copy of the order or a picture of the item(s). Please provide a detailed accounting of your projected expenses.

Description and Anticipated Impact of Educational Opportunity (i.e. how does this trip fit into your curriculum):

Please make sure that you have answered all questions. Remember, the Board needs you to be precise so they can make the best decision.

Please sign below to indicate that all information provided in this application is correct.

Applicant's Signature _____ Date _____

Principal's Signature _____ Date _____

Additional Information

1. The Cedar Foundation Board of Directors will complete a review of the application at the next regularly scheduled board meeting and applicants will be notified of award decisions within one week of the meeting.
2. An interview of the applicant may be scheduled at the discretion of the Cedar Foundation Board of Directors.
3. Please keep a copy of all submitted materials for your records.