



Batesville Community Education Foundation (BCEF)

Grant Application Guidelines

1. Anyone is eligible to apply for a BCEF grant within the Batesville Community School Corporation (BCSC) if all guidelines are met.
2. All applications must be submitted in full by the deadline in order to be considered at the following month's BCEF board meeting. The deadlines for submission per school year are November 30th and March 31st. Requests should be mailed to BCEF, P.O. Box 121 Batesville, IN 47006 or emailed to awilson@batesville.k12.in.us.
3. All grants will be awarded at BCEF board meetings on the 2nd Thursday in December and April. Recipients will be notified within one week of the decision.
4. Funds may be requested for projects, programs, or tools that enhance academics, athletics, and the arts within the BCSC. Additionally, projects can support BCSC goals such as those that directly and positively impact our students within the community.
5. Funds are generally not granted for a single student to take part in an extracurricular activity.
6. The BCEF Grant Application form must be completed including comments from the Principal or Director for the area the program will impact.
7. Requests are not limited; however, preference will be given based on the creativity, innovation, number of students affected, matching funds or support from other sources, and the ability to meet our mission.
8. BCEF will consider grants in all size and scope, ranging from those that are strategic in nature, impacting the entire school corporation, to those that are classroom specific, encouraging and rewarding teacher creativity.
9. All funds awarded must be used within six months of the date they were granted and purchases should be made using the normal BCSC procurement process. A BCEF grant report will be required within six months of the award, stating how the funds were used and the benefit to the students.
10. Recipients will be asked to provide pictures associated with the grant, as well as recognition to BCEF in printed materials related to the project such as programs, posters, publicity, newsletters, and newspaper articles.
11. Please contact the BCEF Director with questions at any point in the process.

QUESTIONS ABOUT THE BCEF GRANT APPLICATION PROCESS

SHOULD BE DIRECTED TO:

BCEF	Anne Wilson, BCEF Director
P.O. Box 121	awilson@batesville.k12.in.us
Batesville, IN 47006	(812) 934-2194