



— Missouri —

COMMON GRANT

APPLICATION

The Common Grant Application Form was developed to facilitate the application process for grantmakers and grantseekers.

Please keep in mind that every grantmaker has different guidelines and priorities, as well as different deadlines and timetables. Any funder that has agreed to accept this form may request additional information at any stage in the proposal process. **Before completing this form, ensure that the grantmaker accepts the Common Grant Application by visiting their website or contacting them directly.**

Instructions:

1. Applicants should perform their own research to determine the foundations and corporations that make grants to your type of organization, in the geographic area in which you function, and for your field of interest.
2. Visit the grantmaker's website to obtain a copy of funding guidelines from each individual grantmaker for each application you plan to submit. Each grantmaker has different guidelines for using this form and requires different attachments. Determine how the application should be submitted and the number of copies required.
3. No hand written proposals.
4. Please answer all the questions unless otherwise instructed by the grantmaker.
5. Please do not include any materials other than those specifically requested.
6. Check with the individual grantmaker to find out how they would like this form to be submitted.

Resources:

- St. Louis Public Library's Grants and Foundation Center-<http://previous.slpl.org/using/foundation.htm>
- Foundation Center resources can also be accessed at the Kirkwood Public Library and the St. Charles Public Library.
- Foundation Center Guide to Proposal Writing-
<http://foundationcenter.org/getstarted/tutorials/shortcourse/components.html>

Visit the User Guide for the following information:

- Common Grant Application background.
- Frequently Asked Questions.
- Glossary of terms.
- Proposal writing tips.
- Guide to each question asked in this application including examples on how to best answer each question.

Common Grant Application Cover Sheet

Grantmaker to whom this application is submitted:	Concerned Citizens for Crystal City		
Application Date:	March 15, 2013	Org Website:	www.crystal.k12.mo.us
Applicants Legal Name: (as shown on IRS Letter of Determination)	Crystal City School District		
Doing Business As: (if different from legal name)			
EIN #:			
Address:	1100 Mississippi Avenue		
City:	Crystal City	State:	MO Zip code: 63019
Telephone #:	636-937-4017	Fax #:	636-937-2512
Executive Director: (or Top Executive)	Mr. Ron Swafford	Phone #:	636-937-4017
		Email Address:	swaffordr@crystal.k12.mo.us
Main Contact(s) for this Proposal:	Mrs. Kim Weik	Phone #:	636-937-4017
		Email Address:	weikkim@crystal.k12.mo.us
Board President:	Ken Holdinghausen	Phone #:	636-937-4017
		Email Address:	holdinghausenk@crystal.k12.mo.us

Applicant's tax exempt status/ IRS designation (e.g. 501(c)(3), 501(c)(9), etc)	Tax Exempt <small>(Attach a copy of the IRS Letter of Determination- NOTE- this is not the state sales and use tax exemption certificate. If there has been a name change provide copies of the amended state certificate of incorporation and amended IRS Letter of Determination)</small>
If not a 501(c)(3) Nonprofit, then who is fiscal agent?	<small>(Attach a copy of the written agreement from fiscal agent plus fiscal agent's contact information and EIN)</small>

Organization's mission statement:
The mission of the Crystal City School District is to provide a quality education and an opportunity for success.

Type of request (check one): Note, not all funders support each type of request. Check with individual grantmaker.	
<input type="checkbox"/> Capacity Building	<input checked="" type="checkbox"/> Project/Program
<input type="checkbox"/> Capital	<input type="checkbox"/> Other (explain)
<input type="checkbox"/> General Operating Support	

<input type="checkbox"/> New Project	<input type="checkbox"/> Existing Project	<input checked="" type="checkbox"/> Expansion of Existing Project
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Project/Campaign Name: (if general operating please indicate)		Technology Expansion	
Proposal Summary - In 100 words or less summarize the purpose of this request.			
Our goal is to educate students in a manner comparable to which they see in environments outside of school to enhance their college and career readiness. It is substantiated that interactive discussions between teacher and student revolutionizes learning and that teacher productivity and student performance are significantly increased. Promethean Boards are one of the most reliable ways for us to change the way students interact and learn. Our district has made an investment in the purchase, installation and training of teachers, but there are eight rooms remaining. Given the improvements thus far, we request funding for the remaining classrooms.			
Funding Period Requested: (be specific)	03/18 /13 through 06/30/13	Amount Requested:	\$8795.00
Total Project Budget for this period: (not required if general operating request)	\$0	Current Annual Organizational Budget:	\$49,600.00
Organization Fiscal Year:	07/01 /12 through 06 / 30/13		
Geographic Area(s) Served: (include specific counties)	Crystal City School District (For this project. If general operations support, for this organization.)		

List applicant's membership of a giving federation: (e.g., United Way, Arts & Education Council, Jewish Federation, Earthshare Missouri)	N/A
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<p>Agreement</p> <p><i>I certify to the best of my knowledge, that all information included in this proposal is correct. The tax exempt status of this organization is still in effect. If a grant is awarded to this organization, then the proceeds of that grant will not be distributed or used to benefit any organization or individual supporting or engaged in unlawful activities.</i></p> <p><i>In compliance with the USA Patriot Act and other counterterrorism laws, I certify that all funds received from this funder will be used in compliance with all applicable anti-terrorist financing and asset control laws, statutes, and executive orders.</i></p>



Signature, Executive Director
(or authorizing official on behalf of the organization)

March 15, 2013

Date