



GRANT GUIDELINES

Grant applications for up to \$500/grant are now being accepted from the HPHS Community Service Council.

Grants will be awarded to teachers/clubs/organizations who meet the following guidelines and are involved in volunteer work involving HPHS students

The following shall determine if a request is appropriate for funding based on its meeting all of the following criteria:

- ?? The group receiving the grant must have an adult sponsor and provide some sort of service to those in need.
- ?? There must be a minimum involvement of at least 10 active student volunteers.
- ?? Grant applications must be submitted at least three weeks prior to the need.
- ?? Groups will be notified of a decision within four weeks of receipt of application.
- ?? All applications must be seen and approved by the CSC Grant Coordinators, the Executive Officers of the CSC, the CSC Board President, and Dean of Students.
- ?? After a grant has been awarded to a club or an organization, there must be a report given to the CSC verifying the use of the grant within 30 days of the use of the money.
- ?? The CSC will award no more than \$3,000 in total grants for any given school year.