



## **North Platte Public Schools Foundation, Inc.**

### **Grants Policies**

### **Grant Recipient Rules**

The North Platte Public Schools Foundation, Inc. (NPPSF) Grant Selection Committee recommends the following guidelines for grant recipients:

1. The proposed grant project must be implemented by the semester following the grant approval (Example: if awarded in January, the project must begin by the fall semester) or the money will be withdrawn.
2. If supplies or equipment have been purchased but the grant project has not been fully implemented within one full calendar year, the equipment and/or supplies will be returned to the North Platte Public Schools Foundation, Inc. to be used elsewhere. If the supplies and/or equipment has been used, the supplies and/or equipment become the property of the school building. Supplies and/or equipment purchased by the North Platte Public Schools Foundation, Inc. are not the property of the grant recipient. Equipment or furniture purchases will be carefully reviewed and may not be funded.
3. If a material or substantial change occurs to the proposed grant project, approval of the new proposal must be secured from a minimum of the committee chair and two other Grant Committee members before funds are made available to the recipient.
4. If a grant payment request is for an item that is not as approved for the grant, we reserve the right to withhold payment.
5. Funds are available by invoice or grantee purchase reimbursement. The NPPSF can purchase with their credit card (specific order ex: Amazon) or you may purchase using your own funds and NPPSF will reimburse you by check. You may also charge something and we can pay the invoice.
6. If the approved project costs less than the grant award, the leftover funds roll back to the North Platte Public Schools Foundation REACH Grant program.
7. Grant recipients will be given a period of one year following their grant cycle to complete their written report. Grant final reports for fall grants will be due on or before January 1<sup>st</sup> of the following year with final reports for spring grants due on or before May 1<sup>st</sup> of the following year.

*Reviewed by REACH Grants Committee July 2017*

*Approved by North Platte Public School Board of Directors July 2017*