



Daniel Robert Lynch Art Grant Guidelines

Daniel Robert Lynch Grants are available through the Cache Education Foundation for the purpose of directly enhancing visual art instruction to benefit students and their curriculum study.

Submission Guidelines:

- Certified elementary teachers and art specialists are eligible to apply.
- Certified secondary art teachers are eligible to apply.
- Grant funding requests should be for more than \$100 and less than \$500.
- Grant requests are **due by the 1st day of each month** (September- May). Requests must be typed and signed by the school principal and the CCSD Arts Coordinator.
- The applicant must send a copy of the grant request to the CCSD Arts Coordinator for their review and signature.
- An applicant may apply for more than one Daniel Robert Lynch Grant during the year. However, all previous outstanding accounts must be cleared, and reporting must be completed before a new request will be considered.
- Preference will be given to those projects that show a direct link to curriculum enhancement and provide long term classroom resources. A screening committee will work to balance projects and equitably distribute the available funding.
- Grants are not intended to be an on-going funding source for a specific project.
- DRL Art Grants will not be granted for teacher travel and training, conferences, treats & parties as incentives, or athletic related events.
- A final grant report is expected for each project and is due following the completion of the project.

Grant Funds & Reimbursement

It is expected that **grant funds should be spent within 2 months** of the award. All funds provided for these grants will be held on account with the Cache Education Foundation until invoices are submitted for payment. We can only make a check payable to the school. So, if you paid with your own funds, you will need to claim the monies from your school. Any residual amount remaining from a project will be rolled back for redistribution. **Please send a copy of all invoices, etc. to Teri with the completed claim form.**



Daniel Robert Lynch Art Grant Form

Please review grant guidelines before filling out grant request. Requests must be submitted by the first day of each month. Forms are located at www.cefut.org.

- Elementary Teacher or Art Specialist
- Secondary Art Teacher

Date: _____ School: _____ Project Name: _____

Project Director: _____ Director's Email: _____

Director's Signature: _____ Phone Number: _____

Principal's Signature: _____

District Arts Coordinator Signature: _____

of Students Impacted: _____ Estimated Date of Project Completion: _____

Describe project and demonstrated instructional need:

Utah Core Curriculum Standards and Objectives addressed in this proposal:

