

Hopkins Education Foundation: *Awesome Fund*

Student Club Grant Program Guidelines

Submitting an *Awesome Fund* Grant Application. Any Hopkins student from a registered student club may submit a completed Student Club Grant Application.

Applications are due on the following grant cycle dates by 4:30 PM:

Fall: October 5, 2018 Winter: November 30, 2018 Spring: February 1, 2019

Delivered to: *Awesome Fund* Grants, Attention: Jake Waldman, HHS Activities Office or by email to HEF@hopkinsschools.org.

Awesome Fund Grants must follow HHS club rules. Review HHS's hopkins-royals.com/hq/clubs for an outline of expectations and program support for Student Clubs. Contact Jake Waldman jacob.waldman@hopkinsschools.org with questions.

Keys to a Successful *Awesome Fund* Grant Application. Successful *Awesome Fund* grant applications aim to ***help other students, enhance the community, or heighten students' educational experience and their interest in school.***

In your Grant Application be sure to:

- collaborate with your club members, your advisor, and other educators/helpers to make your project a success;
- use the form provided;
- describe how your fellow students will benefit directly from your project;
- describe how your project will be a success;
- describe project expenses clearly; and
- list any other sources of funding available to your club.

Remember, HEF is likely not familiar with your student club or your proposed project. You may, but do not have to, submit up to one additional page of information about your club and its background. Label the additional page with your club name, your name, and project name.

Additional Guidelines. HEF will likely not approve applications which repeat previous similar student club projects, request significant transportation expenses, lack sufficient detail to understand how your project will work; lack student response to follow-up requests for more information; benefit very few compared to the cost; requests things the school district provides; or has better suited funding options available. HEF cannot approve applications which request building alterations, child care, food, raffles, door prizes or other incentives; money to set up a foundation, trust, bank or investment account; money for other organizations; or money which may create a liability.

