

GIFTS AND FUNDING GUIDELINES CHART

Please submit with all Waterloo Schools Foundation funding requests.

Request: _____

School: _____

Contact Person: _____

Telephone: _____

Email: _____

1. Does this align with District initiatives?

Yes

No

If no, stop. Do not pursue funding.

2. Is your request academically focused?

Yes

No

3. Is this request for something that is essential or will it enhance instruction?

Essential

Enhance

4. Is this request related to facility upgrades, repairs, or renovations?

Yes

No

If yes, have you contacted the Director of Operations? Yes No

5. Have you contacted your school's parent association about funding this request?

Yes

No

Will they be providing funding? Yes No

6. Have you contacted any Partners in Education about funding this request?

Yes

No

Will they be providing funding? Yes No

7. Is this request affiliated with:

a. Music? Yes No

If yes, have you contacted the appropriate boosters? Yes No

Will they be providing funding? Yes No

b. Athletics? Yes No

If yes, have you contacted the athletic boosters? Yes No
Will they be providing funding? Yes No

c. A student-group or student organization? Yes No

If yes, is the request for travel expenses or competition registration? Yes No

Have the students fundraised (excluding grants) to cover expenses?

Yes No

List income/fundraising activities: _____

How much has been raised? _____

8. Is this a technology request?

Yes

No

If yes, have you contacted the Executive Director of Technology?

Yes

No

Principal's Signature Date

Applicant's Signature Date

Waterloo Schools Foundation
PO Box 1896
Waterloo, IA 50701

Hannah Luce, Executive Director
h.luce@wcsfoundation.org
319-939-9550

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