

## BROWNS VALLEY EDUCATION FOUNDATION

### GRANT REQUEST POLICY

1. All inquiries must be brought to and approved by superintendent prior to filling out grant request form.
2. If superintendent approves, complete grant request form and have signed by superintendent.
3. Turn in grant request form to any BVEF Board member.

Grant requests can be submitted from March 1 to April 15. You will be notified of approval by May 1. If an urgent need arises, requests will be allowed on a limited basis outside of this timeframe.