

**READ ACROSS AMERICA
KEA GRANT APPLICATION
2017-2018**

Grant criteria: Each year, KEA budgets funds to support Read Across America events sponsored by KEA districts and KEA locals. The purpose of Read Across America is to promote literacy; although events can occur on any date, March 2 of each year (Dr. Seuss' birthday) is officially designated as "Read Across America Day." In addition to the primary purpose of promoting literacy, KEA will also judge grant requests based on the following criteria: developing strong locals; encouraging cooperation among Active, Retired and Student members; and community outreach.

The application deadline for 2017-18 is Friday, September 15, 2017. Applications must be submitted on this official form. Funding decisions will be made by KEA's Read Across America Committee on or before October 15, with notice to applicants thereafter. **The maximum grant amount is \$500, and each district or local may only receive one grant per year.**

Application process: Please complete the following form and email it to Dennis Janes at djanes@kea.org or fax it to (502) 696-8945. Incomplete forms may not be considered.

Name of KEA local or KEA district sponsoring the event: _____

Name of local or district president: _____

Grant writer contact information: (This person should be able to answer any questions about the grant application and will be responsible to submit required documentation after the event occurs):

Name: _____

Email address: _____

Preferred telephone: _____

Preferred mailing address: _____

Date of Read Across America event being planned: _____

Location of Read Across America event being planned: _____

Is the event location a school or a school facility? YES* NO

***If the event location is a school, please include the principal's signature at the bottom of this form.**

Brief description of planned event.

Who will benefit from the event?

Who will be involved in the planning and execution of the event?

Describe how you plan to publicize the event.

Proposed budget for the event (maximum grant amount is \$500):

Description of anticipated purchases	Estimated cost
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<i>Subtotal:</i>	\$ _____
Other funding sources, if any (to be subtracted from subtotal)	\$ _____
Total amount requested from KEA (cannot exceed \$500)	\$ _____

Please note: All grant recipients must submit proof of approved expenditures to KEA within thirty (30) days of the date of the Read Across America event. Failure to timely submit proof of expenditures may render the district or local ineligible for subsequent grants.

KEA owns two (2) Cat in the Hat suits that may be available for your event. **Suits are lent out on a “first come, first served” basis and making a request does not guarantee availability. Groups or individuals requesting one of the suits will be responsible to pick up and return the suit to KEA Headquarters or to the next scheduled event, if necessary.**

Are you requesting a Cat in the Hat suit for your event? YES NO

If so, what date do you plan to pick up the suit? _____

What date do you plan to return the suit? _____

I certify that I have reviewed the "Official Cat in the Hat Logo Guidelines" found at <http://www.nea.org/grants/13082.htm> and that I understand the terms and agree to abide by them.

Grant writer signature: _____ Date: _____

KEA district or local president signature: _____ Date: _____

Principal's signature (if required): _____ Date: _____

OFFICE USE ONLY

Received by KEA (initials) _____ Date: _____

Approved? YES NO

Notification sent (initials): _____ Date: _____

CITH suit requested? YES NO

Date suit will be needed: _____