

Livingston County Environmental Association

*Protecting the health, welfare and natural resources
of Livingston County, Illinois*

School Grant Program

1. Provide an Application Summary (up to two pages) as attached and place it at the top of your application. It should provide a concise overview of your project.
2. In addition to the Application Summary, write a project description (up to five pages) describing the significance of the project, the steps you intend to take, and your project's prospects for success. Relate the proposal to LCEA's mission.
3. Outline a lesson plan and timetable (up to two pages).
4. Provide a detailed project budget and funding plan. Identify any other prospective funding sources and likelihood of financial support.
5. Identify the persons who will lead the project and provide their title and length of service at the school.
6. State how many students will be directly involved in the project and describe the roles they will play.
7. If the school received LCEA grants in the past, please identify the amounts, dates and purposes of such grants.
8. The application must be signed by the project leader and a school administrator.
9. Applications must be received by March 1 for grants to be made during the following school year. Expedited consideration may be available upon request.
10. Submit five (5) copies of the application to: Livingston County Environmental Association, P.O. Box 798, Pontiac, IL 61764. If you have questions, please call Judy Campbell at (815) 358-2729.

Please Note:

- Ordinarily, grants to any particular school are limited to a maximum of \$2,000 per year. All grants will be reviewed for justification and reasonableness in light of the achievability of the project's goals and educational value.
- Total grants to all schools will not exceed \$10,000 in any calendar year except in extraordinary circumstances.
- LCEA reserves the right to deny any application for any reason.