

PROCEDURE FOR SUBMITTING GRANT REQUESTS FROM THE LVHS ALUMNI ASSOCIATION (STUDENTS, TEACHERS & ADMINISTRATORS)

STUDENTS

The LVHS Alumni Association will provide grants to full-time, academically deserving LVHS students in need of assistance, to help ensure their well-being and on-going participation in educational and enrichment opportunities and school activities that they could not otherwise afford to participate in, to **enhance their learning experiences and prepare them to be future leaders in their careers and lives**. LVHS Counselors or other staff may submit requests on their behalf. All requests should be submitted to Principal Ron Guerzon. If he approves the request, he will forward it to the LVHSAA Board of Directors for consideration. The board will advise Mr. Guerzon of their decision.

Examples of requests that will be considered:

- Assistance for students in need
- Bus passes
- Caps and gowns
- Yearbooks for graduating students that otherwise are unable to purchase them
- Gift cards for homeless or students in need
- Course fees

Types of requests that should be reviewed and submitted by teachers or administrators:

- Close-Up Program – limited to no more than two students per year
- Medical Conference or similar academic enrichment conferences
- Yearbook Camp – limited to no more than two students per year
- Chromebooks for graduates
- STUCO packs

Requests for programs such as Close-Up or other similar programs should describe the student's future goals, what activities they are or have been involved in at LVHS and in the community, and how they expect the program to benefit their future. It should also state how else they intend to raise funds for their trip and what other sources they are pursuing for funding.

TEACHERS AND ADMINISTRATORS

The LVHS Alumni Association will provide grants to LVHS teachers and administrators for items or services not otherwise provided by CCSD and that will **enhance the learning experience of students**.

Examples of requests previously approved:

- Calculators & batteries
- Classroom supplies
- Library tables and chairs

Requests for grants from teachers and administrators should be submitted to Principal Ron Guerzon. If he approves the request, he will forward it to the LVHSAA Board of Directors to be reviewed. The board will advise Mr. Guerzon of their decision.