



11. **Payment Information once approved:** Payments for grants must be made to a recognized group or business. Where possible, we would like to pay your vendor directly. If needed, you can make your purchase through the HASD – make sure to put “HASDEF Mini-Grant FUNDED” on the purchase order so that the district can submit an invoice to the Foundation.

I need a \_\_\_\_ HASD Purchase Order or a check made out to \_\_\_\_\_.

## **AUTHORIZATIONS AND SIGNATURES**

**THIS MINI-GRANT APPLICATION MUST BE APPROVED BY YOUR SCHOOL PRINCIPAL**

- 1) Fill out application, **get signature of your school principal or administrator**, scan the form and email it to [agoodman@huntsd.org](mailto:agoodman@huntsd.org).
- 2) OR, after you email the un-signed form, you can send the signed form to Alison Goodman at the Middle School.

**Approved by:** SCHOOL \_\_\_\_\_

Approval Signature \_\_\_\_\_

Print Name \_\_\_\_\_

### ***NOTE: All Grants that include funding for equipment***

The Huntingdon Area School District Educational Foundation will only fund equipment for which there is a demonstrated need and which plays an integral part of a grant request. Any equipment funded by a HASDEF grant becomes the property of the organization it is intended to benefit (i.e. schools, library, etc.)