



General Grant Guidelines Checklist

- My grant proposal promotes understanding of environmental issues through the visual or performing arts.
- My grant proposal does not seek more than \$1,000 (I may submit different proposals; however, I understand each applicant may receive only one grant award).
- If funded, I commit to having follow-up communications with EEA concerning the execution of this grant, giving a brief presentation at the EEA Annual Conference following completion of the grant, and submitting a brief final report. [Photos, video, PowerPoint are acceptable.]
- I understand that my project(s) must include ADULT supervision.
- If applicable, my principal has approved this project.
- I have viewed the scoring rubric and understand the guidelines that will be used to score my application.
- If funded, I understand that a check will be made out to my school or organization, if applicable.
- If funded, I agree to retain all receipts and attach them to the "Funds Distribution Form," which will be sent with the grant check prior to onset of project.
- If funded, I agree to submit a final report that will be postmarked by one year of the award date, that includes the "Funds Distribution Form" and all receipts.

Additional Information

If the grant review committee selects a proposal for funding, the recipient will be notified, and the project announced at the EEA Conference. Funding will be available by the 1st of the following month. Recipients will be asked to give a brief presentation about their project at the next EEA Annual Conference. Scholarship funding for registration for only this conference for one presenter is included in the grant.

Funded projects must be completed by March 1st of the year following the grant award. A final report must be postmarked by March 1st of the year following the grant award and include all receipts for expenditures. Proposals are only accepted from current members of EEA. See the grant application for full eligibility requirements.