**PLEASE NOTE: This is a working document only. All grant applications must be submitted online through the grant portal.**

**\* Questions with a “\*” are required.**

Please note character limits when creating your responses.

Kingston City School District Mini Grants 2025/2026

*Community Foundations of the Hudson Valley*

*Kingston City School District Mini Grants*

Welcome to the Community Foundations online application process. Guidelines for grant programs can be found on our website communityfoundationshv.org. It is important for you to read and understand the grant program’s guidelines, submission and notification dates before starting an application.

Please follow the instructions below in order to correctly complete the application.

## ELIGIBLE APPLICANTS:

Any authorized (e.g. – parent, teacher, club advisor) representative of a Kingston City School District extra-curricular activity, booster club, or parent-teacher organization. This includes Kingston City School District sports, arts, and music booster clubs as well as parent teacher organizations. The grant awards can only be given to established, extra-curricular support groups that can accept checks, or CFHV can pay vendors directly.

Please note that applicants must apply for grants directly and user accounts should be tied to the booster club or parent-teacher organization, not the School District. If you are collaborating with a grant writer, related faculty member, etc. on the grant application you may wish to add them as a collaborator to the application.

## ELIGIBILITY CRITERIA FOR GRANT FUNDING:

The grant funds must be used for the positive student activity related to the original mission of the applicant club/support organization.

New start-up clubs and organizations are not considered at this time. Clubs/organizations that existed pre-COVID and have taken a break from operating are eligible.

A club may only be awarded one grant per year/cycle.

## MAXIMUM GRANT AMOUNT:

The maximum grant award is **$5,000 per club.**

## DEADLINES:

Applications must be submitted by the following deadline in order to receive notification for planning purposes:

## Applications are due December 1st by 11:59 p.m.

This grant program is designed to distribute funds in amounts up to $5,000 per extra-curricular club in the Kingston City School District to enhance positive experiences for youth in the Kingston City School District.

* Proposed use of funds should relate directly to the established theme/purpose/mission of the extra-curricular club or school-support organization.
* Funds may cover clothing/spirit wear, supplies, equipment, special events, transportation, admissions, or to help defray the costs of students who do not have the ability to pay for their portion in cases where students/families are expected to pay all or a portion of the cost.
* The proposed costs should be reasonable and appropriate.

# Name of Project\*

*Character Limit: 100*

# Please list the full name of your school(s) the club or organization is affiliated with\*

*Character Limit: 250*

# Name of Club/Organization\*

*Character Limit: 250*

# Please enter your Club's TAX ID or EIN Number\*

Organizations that are not 501c3/non-profits may need to produce receipts/proof of purchase for funds awarded. If the CLub or Program does not have their own Tax ID/EIN, grant funds may be paid to the Kingston City School District to the attention of the club or program.

*Character Limit: 250*

# Your Relationship/Title in Relation to the Club/Organization (President, Parent Volunteer)\*

*Character Limit: 250*

# How long has this club/organization been operating?\*

*Character Limit: 250*

# How many students participate in your club/organization?\*

*Character Limit: 250*

# What grade levels of students does this club/organization serve?\*

*Character Limit: 250*

# What is the amount requested (not to exceed $5,000)\*

*Character Limit: 20*

# What is the proposed use of funds by your club/organization?\*

Please describe the planned used of funds and how they will support positive experiences for students.

*Character Limit: 3000*

# Please describe the scope of the project\*

If this project were successful, what would you expect to see? What impacts do you anticipate as the result of this grant?

*Character Limit: 2000*

# Please describe your budget\*

Please list how you would spend these funds if awarded. For example:

25 new soccer balls @ $40 each = $1000

2 portable soccer nets @ $160 each = $320

25 T-shirts for players and coaches @ $10 each = $250 3 bus rentals for games @ $1000 per trip = $3000 TOTAL = $4570

*Character Limit: 2500*

# Please check here to attest that you are not forming a new club/organization.\*

**Choices**

This is an existing club or organization

# Signature\*

Enter the full name, title, and the date of submission of the person authorized to submit this application for the club or organization (e.g. Jane Smith, President, [jsmith@school.com,](mailto:jsmith@school.com) 12/15/2024)

*Character Limit: 500*