



## **MONTANA MASONIC FOUNDATION**

PO Box 1158 Helena, MT 59624 (406) 442-7774 [gs@grandlodgemontana.org](mailto:gs@grandlodgemontana.org)

September 17, 2019

To: Public School Administrators, Educators, and/or Educational Assistants  
From: Montana Masonic Foundation Educational Grant Program Committee

RE: Educational Grant Program

To Whom It May Concern:

Please find enclosed a copy of the Montana Masonic Foundation's Educational Grant Program. The Montana Masonic Foundation's (MMF's) Educational Grant Program is designed to provide Teachers, Student Aides, and/or Principals in Montana's Public Schools an opportunity to apply for a grant to assist under-funded programs in the following areas: Music, Drama, Science and Library.

The MMF's Educational Grant Program is intended to help with needs in the above-named areas that are not typically addressed in district general budgets, or areas of student enhancement or learning that have suffered cut-backs, or are experiencing start-up concerns.

These grants are made possible by the Montana Masonic Foundation, Inc. which is a 501(c)(3) nonprofit, charitable organization. Included in its purpose is support to charitable, scientific, literary or educational purposes; dispensation of charity, both public and private; and the encouragement and promotion of free public education and schools through endowments, grants, scholarships, and fellowships.

Our nonprofit organization has sponsored a "reading achievement program" within Montana's Public Schools for many years through its "Bikes for Books" and "Kindles for Kids" reading program. At its core, the Montana Masonic Foundation is an organization created with gifts from generous people committed to local causes. For donors, the Foundation serves as a philanthropic advisor. For the community, the Foundation serves as a grant maker and a civic leader. Through the support of its donors, and members of the Freemason's fraternity, the Foundation has been able to address some of the community's most pressing needs, including hunger, housing and education.

*If the grant request is selected, you will be notified and asked to arrange having one of the Directors of the Montana Masonic Foundation, and/or a member of a local Masonic Lodge available to present the grant award. You will also receive a notification if your request was not selected.*

We request that if you receive a grant award that you will allow the Montana Masonic Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. The Montana Masonic Foundation may also include information regarding its grant awards, including the amount and purpose of the grant, any photographs, your logo or trademark, or other information or materials about the school and this project, in the Montana Masonic Foundation's periodic public reports, newsletters, and news releases.

Send completed applications or inquires to the following address:

Montana Masonic Foundation  
Educational Grant Program  
PO Box 1158  
Helena, MT 59624-1158

Or send by e-mail at : [casey@grandlodgemontana.org](mailto:casey@grandlodgemontana.org)

Phone: (406) 442-7774

**Additional forms are available at this website:**

*[www.grandlodgemontana.org](http://www.grandlodgemontana.org)*

# Submission Criteria

For the 2019-2020 year, applications must be received *prior to* December 31, 2019.

The request made of the Montana Masonic Foundation's Educational Grant Program for public schools will be based on the following information and criteria:

**(1) Basic Applicant Information:**

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Telephone and Fax: \_\_\_\_\_

Principal Name and email address: \_\_\_\_\_

Teacher or Organization/ Class to be benefited: \_\_\_\_\_

Contact Person and email address: \_\_\_\_\_

\_\_\_\_\_

**(2) Project Description and Grant Information**

*(Grant areas for consideration are School Music, Science, Drama and Library programs)*

What is the specific amount of your request? \_\_\_\_\_

Please describe your proposed expenditure, including a budget and personal/program goals, including a method of reporting expenditure.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Briefly, outline who benefits from the requested donation. \_\_\_\_\_

\_\_\_\_\_

Will this donation be matched with other funds or donation, and if so, how? \_\_\_\_\_

\_\_\_\_\_

How will you acknowledge a grant award and promote it? \_\_\_\_\_

\_\_\_\_\_

How will the **Montana Masonic Foundation** be recognized for its support? \_\_\_\_\_

\_\_\_\_\_

**(3) Award Presentation Information**

*Please provide information for the payment of grant funds:*

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**(4) Certification of Grant Expenditure**

*Recipient will provide documentation verifying the grant expenditures (receipts etc):*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(5) Verification/ Signature Information**

Signature of person in charge of received funds: \_\_\_\_\_

Signature of building principal: \_\_\_\_\_

Application completion date: \_\_\_\_\_

*The Montana Masonic Foundation Educational Grant Program reserves the right to not fund/deny a request, or honor a partial amount of the request, without stating any reasons.*

Please send completed application to:

Montana Masonic Foundation  
Educational Grant Program  
PO Box 1158  
Helena, MT 59624-1158

casey@grandlodgemontana.org

Office Phone 406-442-7774