

**South Pasadena Chinese-American Club
P. O. Box 3391
South Pasadena, CA 91030**

Application for Grants

Overview

The intent of the South Pasadena Chinese-American Club (SPCC) grant system is to fund projects that contain educational or cultural (preferably Chinese) content. The decision rests with the SPCC Grant Committee insofar as acceptance or denial of the project is concerned.

Projects of indeterminable duration must show self-sufficiency after SPCC funding has ended. That is, SPCC is not liable for funding after the period specified in the proposal. The Grant Committee may choose to fund part or the entire proposed project.

The Grant Committee may request the applicant to submit an abstract, provide a display, or present some description of the project.

Criteria and evaluation

- ❖ How will the project improve class curriculum?
- ❖ How will students or recipient benefit from the project?
- ❖ What are the goals, needs and responsibilities of the recipient?
- ❖ Is funding for a specific activity and/or for a specific time?

Who can submit

- ❖ Persons affiliated with a non-profit organization
- ❖ Members of the South Pasadena School District
- ❖ Members of the South Pasadena Public Library

How are grants funded

After approval of the project by the Grant Committee, invoices or expense vouchers should be submitted to the South Pasadena Chinese-American Club for disbursement of funds.

Grant Process

All proposals should be submitted to SPCC, P. O. Box 3391, South Pasadena, CA 91030. Proposals will be reviewed by the SPCC Grant Committee on October 15, January 15 and April 15 of each school year. Each school can only be granted \$1,000.00 each calendar year, except High school can receive \$2,000.00. Grant request of an amount greater than \$500.00 may require additional detail information. Each application will be considered on a case-by-case basis

**South Pasadena Chinese-American Club
P. O. Box 3391
South Pasadena, CA 91030**

GRANT APPLICATION

Name of Applicant: _____

Address: _____

Affiliation: _____

Telephone: (_____) _____ Duration/Period _____

Amount requested: \$ _____ Check Payable to _____

Send Check to: _____

Signature: _____ Date: _____

Principal's Signature _____ Date: _____

Please attach with this cover sheet, a description of the project (duration, benefits, participants, breakdown of costs).

SPCC Internal Use Only

Project ID: _____

Date submitted: _____

Approved: Yes / No Date: _____

Amount requested: \$ _____ Amount Approved: \$ _____

SPCC Grant Committee Chair _____

Signature: _____

Completion Date: _____

Comments: _____

Re-evaluation: Yes / No Date: _____

Reviewed By: _____ Signature: _____