



# KEYS Grant Application Guidelines

Kosciusko Endowment Youth Services (KEYS) is the youth philanthropy program of the Kosciusko County Community Foundation and is comprised of twenty students who attend the four high schools located in Kosciusko County: Lakeland Christian Academy, Tippecanoe Valley, Warsaw and Wawasee. Students are selected to join in eighth grade and remain active members in the program until they graduate from high school. ***The mission of KEYS is to work together to positively impact and improve education in our community by providing aid, now and for future generations.***

## Who should apply?

KEYS accepts grant applications from charitable organizations, public and private schools that enhance the education of Kosciusko County youth.

## The Application Process

1. A link to the online application can be found at: <https://www.kcfoundation.org/grants/keys-grants/>. Applications must be submitted online and are **due by 4:30 p.m. on September 15 or January 15**.
2. Members of KEYS review and evaluate all grant applications and make funding recommendations to the Community Foundation's Board of Directors. All applicants should expect to be contacted by a member of KEYS to provide additional information about the project requiring funding.
3. Grant awards are announced approximately 8 weeks after the deadline via mail.

## Funding Capability

The average grant award is \$500, however, requests for more will be considered. To see a list of recently approved grants, visit: <https://www.kcfoundation.org/grants/keys-grants/>.

## KEYS favors awarding grants that:

- **Make learning fun!** We love creative and innovative ideas that incorporate project-based learning or experiential learning so students aren't just learning concepts from a text book. This includes hands-on activities and educational games.
- Promote the importance of education and help develop and enhance social and life skills.
- Incorporate technology into the classroom that will aid in teaching such as programmable robots, simple machines sets, equipment to flip classrooms, and special computer software. As requests for new technology continue to increase, we will consider how the devices will be used to enhance the education of students.

## KEYS will not consider grants for:

- Individuals.
- Political activities or those designated to influence legislation.
- Religious organizations for the sole purpose of furthering that religion.
- Travel expenses. Field trip costs associated with the purchase of tickets or materials may be considered.
- Fundraising projects.
- Projects or programs that are not educational.

**NOTE:** KEYS will not cover **shipping costs** associated with the purchase of materials or equipment. If a grant should be awarded, documentation of expenses must be submitted.

## Who should I contact with questions?

Questions about KEYS grants can be directed to a member of the Kosciusko County Community Foundation program staff at 574-267-1901.