

## **Krannert Youth Series Grants**

*Funded by The Rich and Susan McDonald Endowment*

### Overview

Susan "Suzi" Sargeant McDonald was the founder/developer of the Krannert Center Youth Series. Rich McDonald, her husband established this endowment in her memory.

The goal of the grant program is to support Champaign Unit 4 or Urbana School District #116 student attendance at Youth Series events at the Krannert Center for the Performing Arts (KCPA) at the University of Illinois in Urbana, IL. Eight to ten grants will be awarded annually, there will be a spring and fall funding cycle following the criteria outlined below. The maximum amount awarded is \$200 per application.

This grant program will be managed by Champaign Urbana Schools Foundation with support from Champaign Unit 4 and Urbana School District #116 and Krannert Center for the Performing Arts. The school districts will promote the grants and encourage teachers to submit proposals. Champaign Urbana Schools Foundation will notify the director of the Krannert Youth Series of the recipients.

Proposals must be signed by the applicant, principal and district representative (if required).

### Eligibility Guidelines

**Who May Apply:** Applicants must be a PreK-12 teacher in Champaign Unit 4 or Urbana School District #116 schools. Teachers from a single classroom may submit one application per funding cycle. Teachers who have not received a Youth Series grant in the previous three years will be given preference.

*If you are applying for tickets for a grade level or multiple grade levels you will need to apply through one of CU Schools Foundations other grant programs such as the Gift of Music, Gift of the Fine Arts or I.D.E.A. grant programs.*

**Eligible Costs:** Funds can be used to supplement the cost of tickets or to pay for substitute teachers and/or transportation costs for students, teachers and chaperones to attend a Youth Series performance.

**Match:** Applicants must include a minimum match of 15% of the entire budget to cover attending a Krannert Youth Series performance. The match can come from the PTA, booster club, district budget, Krannert subsidy program or other sources.

**Transportation Resources:** If you plan to combine a visit to the Spurlock Museum with your Krannert Center performance you may be eligible to apply for a bus subsidy through the museum. Information can be found at: <http://www.spurlock.illinois.edu/educators/financial-assistance/>

Project Reporting: Within four to six weeks of attending a performance, grantees will submit a copy of the receipt or other confirmation that they purchased tickets and attended the performance to the Champaign Urbana School Foundation.

#### Distribution of Funds

Funds will be available through Champaign Unit 4 or Urbana School District #116 central office. Champaign Urbana Schools Foundation will provide them with a copy of your project budget. Follow the school district's purchasing procedures to access the funds.

If for any reason, you are unable to attend the performance as planned, contact the Champaign Urbana Schools Foundation office immediately to discuss the best way to proceed. At the end of the fiscal year, Champaign Urbana Schools Foundation will contact the districts about cancelled projects or unused funds and will request the district issue a check to Champaign Urbana Schools Foundation in the corresponding amount.

#### Application Process

Teachers will be alerted to the grant program via email and through internal news releases. Proposals will be submitted using a common application form and will be accepted at least six weeks prior to each application deadline.

#### Selection Process

All qualifying grant applications will be put into a drawing where names will be randomly selected. In the spring application cycle, recipients will be selected as follows:

Champaign Elementary: up to 3 recipients  
Urbana Elementary: up to 2 recipients  
Champaign Middle/High School: 1 recipient  
Urbana Middle/High School: 1 recipient

In the fall application cycle, all applications will be combined and up to three recipients will be selected. Teachers can only submit one application per funding cycle. Teachers who have not received a Youth Series grant in the previous three years will be given preference.

#### Deadline

Applications must be submitted online using the CU Schools Foundation "Rich and Susan McDonald Endowment Krannert Youth Series Grant" application form.

Spring application process opens: April 1, 2018

Spring submission deadline: May 18, 2018 (going forward 3<sup>rd</sup> or 4<sup>th</sup> week of May each year)

Fall application process opens: October 1, 2018

Fall submission deadline: mid-November, 2018