



MATCHING FUND PROJECT GUIDELINES
2019-2020
RETURN BY 9/23/2019

INTRODUCTION

Matching Funds are to be used to provide permanent additions on or permanent improvements to buildings and grounds as it relates to Rowan-Salisbury Schools' safety and literacy initiative. Where possible, the project should benefit both the school population and the community. Matching Funds may also be used to purchase instructional equipment and the furniture that supports such equipment.

The school-level funds for a matching project cannot come from monies that have been receipted into a school account (i.e. any funds that would be subject to a school audit). Matching funds must come from the PTA, Boosters Club, civic clubs, business, industry, donations, etc. Funds must be received by the Operations Department no later than **January 31, 2019**. Checks should be made payable to RSS with a notation that the check is for Matching Funds. All invoices will be paid through the Operation Department's office.

APPLICATION AND BUDGET

Please complete the attached Application Form with budget and Matching Funds Checklist and return to Chris Nuckolls/Kristen Paustian at the Main Street Wallace Educational Forum by **09/23/2019**. Projects will not be evaluated if the budget is too vague. Evidence should be provided that cost estimates are accurate (e.g. a contractor's estimate, architect's and/or engineer's fees) and prices firm (e.g. a catalogue description and price). Please be sure that the vendor will honor the quote if purchase is made after Jan 1st. Some vendors have cost increases after the New Year)

COMPLETE THE GUIDELINE/CHECKLIST FOR REVIEW IN THE PLANNING STAGES AND ATTACH THE SIGNED REVIEW COPY TO THE APPLICATION FORM WHEN SUBMITTED.

If a matching funds project is approved for funding in other budgets, the next priority request will be considered. This procedure will ensure consideration for the highest priority project. Each Matching Funds Application will be considered for current year only. Funding cycle will begin on October 1, 2019 and any project requests that have not been submitted by January 31, 2019 of the fiscal year for which they were approved, will be dropped from the approved list. You may reapply for the same project in the next budget cycle. If a roll-over is desired, it must be applied for and approved just as an actual project and the schools portion of the funds must still be received by January 31, 2019.

LIST OF RECOMMENDED PROJECTS:

- Classroom Technology
- AED- Automatic External Defibrillator
- Fencing
- Playground Equipment
- Collaborative Space needs