

# **REACH Grant Program**Frequently Asked Questions

### If I am awarded a grant, how will I receive the money to pay for the supplies I need?

If you are awarded a grant, you will be provided with an expense report form to complete. You will submit that form, together with all of your receipts, to the REACH Foundation for reimbursement.

Alternatively, you may also place the order for supplies and direct the company from whom you are ordering to invoice the REACH Foundation directly. REACH will provide its not-for-profit Tax ID number and/or certificate should it be necessary to place the order. Further instructions will be provided if you are awarded a grant.

# Who is responsible for ordering the supplies for my grant project?

The person who was awarded the grant is responsible for ordering the supplies. The REACH Foundation does not place orders for supplies.

## Does my grant have to relate to STEAM?

No. The REACH Foundation recognizes that different classrooms have different needs and not all innovative educational programming falls under the STEAM umbrella. Non-STEAM related applications will be accepted and reviewed by the Grant Committee.

### Can I apply for a grant even if I know I won't be able to attend the STEAM Expo?

Yes. Our STEAM Expo chairpersons would be happy to discuss possible ways that your project can be displayed at the STEAM Expo even if you cannot be present.

# What information should I have available before I begin filling out my application online?

Project name, project start date, project end date, how your project relates to STEAM (science, technology, engineering, art, and/or math), project description, whether project resources are capable of being reused for other projects, project goals, project participants (list staff members by title), project grade level, how you will measure project effectiveness, presentation ideas for STEAM Expo, requested funding amount, itemized budget, and any additional information that you think the grant committee would find useful in determining whether to fund your project.