



KETCHIKAN GATEWAY BOROUGH
1900 First Avenue Ketchikan, Alaska 99901

GRANT REQUEST

Amount requested: \$ 5,000

- Other Financial Commitments (total in-kind/cash match, other agency funds, etc.): \$2,100⁰⁰ Contributions + in-kind donations
- Other Funds Required (not yet committed/identified):

Program/project title: PHÉ/Fawn Mtn Summer Library

ORGANIZATIONAL INFORMATION

Organization name: Pt. Higgins Elementary

Address: 981 N. Pt. Higgins Rd.

City: Ketchikan

State: AK

Zip: 99901

Telephone: 907-228-0608

Fax: 907-247-1558

E-mail: Tony.Sines@K21schools.org

Executive director: Tony Sines

Telephone: 907-228-0608

Name of contact person: Tony Sines

Title: Principal

Telephone: 907-228-0608

Cell phone: 907-821-3825

Total organization budget for current year: \$

Date of incorporation:

Is your organization tax exempt under section 501(c) (3) or other sections? If no explain:



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Which of the following Ketchikan Gateway Borough areawide powers does your project address (check one)?

- | | |
|---|---|
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Recreation |
| <input type="checkbox"/> Transportation | <input checked="" type="checkbox"/> Education |
| <input type="checkbox"/> Other (specify) | |

Staff composition in numbers

Paid full-time:

Paid part-time: 2

Volunteer:

Interns:

Other:

Total

Detail the purpose(s) of your request with justification and explanation

(For the following, use additional pages as needed)

See Attached

Statement of measurable goals and objectives of project(s) or program(s):

See Attached



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Are there other projects related to or dependent on this project? Is this project dependent on other activities or actions? If yes, describe projects, actions or activities specifying phases where appropriate.

See Attached

Discuss project management and qualifications.

see Attached



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Attachments: *(Please attach in order listed below)*

Cover letter

- Cover letter
-

Finances

- Audited financial statement for the last fiscal year, if available, or form 990.
- The current year operating budget - to include your project expenses and revenues.
- Annual Salary for Executive Director
- List all contractors that are expected to be paid more than \$2,500 per year, and purpose for payment.
- List any funding paid to organizations or entities outside the corporate boundaries of the Ketchikan Gateway Borough, including parent organizations, and the purpose for payments.
- A proposed program budget (with narrative)
- A list of other agencies that funded your organization in the last fiscal year, including amounts contributed.
- What is the annual cost and long-term operation and maintenance costs of this project? Provide backup material.
-

Other Supporting Materials

- A verification of the organization's or fiscal agent's tax-exempt status under section (c) 3 of the IRS code.
- A current list of the governing board.
- Letters of support, Resolutions, and/or reviews (if applicable).



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- What state and/or federal compliance requirements will this project satisfy or correct?
 - How will the project improve the economic environment?
-



Point Higgins Elementary School



981 North Point Higgins Road
Ketchikan, Alaska 99901
<http://phe.kgsbd.org>
907-247-1500 (ph) - 907-247-1558 (fax)

Point Higgins
Summer Library Grand Request
2016-2017

1. Project Description:

The summer library program allows patron access to the First City Libraries Consortium through the use of Pt. Higgins and Fawn Mountain libraries. During the busy summer months, access to the public library is difficult. This project allows readers access to the consortium books and materials at a remote site and encourages youngsters to participate in summer reading programs. The summer library program supports the KGBSD Mission: Ketchikan Gateway Borough School District will ensure that every student has the opportunity to acquire the skills and knowledge to succeed.

2. Coordination and Community Support:

A school based summer library program has taken place each summer for the past twenty years. Historical data has shown a high level of community participation. It is our belief that this program has merit and will continue to flourish in the future.

3. Project Cost and Resources:

Income:

PTA contribution	200
KGBSD In-Kind Donation	900
Title 1 funds	\$1,000
Borough Grant Request	\$5,000.00
Total	\$7,100.00

Expense:

Staffing	
employees	2
hr/wk	10
rate	\$16.50
wks	12
wage	\$3,960.00
benefits	\$871.20
cost	\$4,831.20

Transportation	
miles	60
cost	\$0.55
wks	12
cost	\$396.00

Supplies	\$972.80
Custodial	
rate	\$75.00
wks	12
cost	\$900.00

	Total	\$7,100.00
Net Income/Loss		\$0.00

4. Project Impact and Sustainability

The scope of this project is to improve community library access and services for the residents of the borough at a minimal cost. Awarding this grant would make available the resources of two elementary schools and the library consortium during summer months, when access to these is traditionally limited. Additionally, this project would provide a quality educational and recreational experience during these weeks. For the first time, funding from each buildings Title I monies will be used to support Summer Library. Title I provides federal funding to schools to help students who are low achieving or at most risk of falling behind. Summer Library programs provide opportunities for at risk students to access educational programming through the summer months.

5. Other:

None