

<p style="text-align: center;">BUTLER PARENTS OF EXCEPTIONAL CHILDREN, INC. INDIVIDUAL GRANT INFORMATION</p>
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Butler Parents of Exceptional Children (PEC) is a non-profit organization dedicated to supporting the educational, emotional, and social welfare of children with special needs and their families. One of our primary goals is to support children with special needs and their families. We are currently offering two grants as follows:

- 1) **\$500 (maximum) Grant for summer camp for a child with special needs.**
Summer camp Grant request must be received by May 20 and will be awarded at the end of May.
- 2) **\$500 Family Support Grant to be used for the purpose of socializing, mobilizing, supporting communication, or providing emotional or recreational needs of a child with special needs or parent education specific to the needs of the child(ren) with special needs.**
Family Support Grant must be received by August 31 and will be awarded at the end of September.

Funding to support grant requests will be considered based on the following guidelines:

- Limited to one Grant per family. You may apply once every 24 months for a Grant, as long as the program is still active.
- Priority will be given to members of Butler PEC, followed by residents of Butler and surrounding communities as well as priority being given based on need.
- Requests for electronic equipment must have a useful life of at least 3 years.
- Because Butler PEC is a supplemental support group, requests will not be considered for items such as basic supplies or materials that are traditionally supplied by parents or required to be provided by the school district to fulfill Individual Educational Plans (IEP).
- Camp Grants will be paid directly to the camp facility.
- Family Support Grants require written and signed documentation of how the money was spent within 4 weeks of purchase(s).
- Further considerations: Are the items requested durable for a minimum of 2-3 years? Is the item available to other children as well? Have funding requests been submitted to insurance or employer Flexible Spending Accounts? Have you applied for a Butler PEC Grant in the past 24 months?
- For a Grant for the purchase of goods, please complete **Sections A & B and initial below**
- For Camp/Parent Training/Conference Grant requests please complete **Sections B & C and initial below**
- **Send this initialed page and Section D with either request**

Requests must be completed utilizing the attached forms and submitted to:
Frank Rivera, President
Butler Parents of Exceptional Children, Inc.
10 Kakeout Road
Butler, NJ 07405

I have read and understand the guidelines listed above: _____ ←initial here

Butler Parents of Exceptional Children, Inc. will acknowledge receipt of all requests and will contact the requestor if additional information is needed in order to fully evaluate the request.

**BUTLER PARENTS OF EXCEPTIONAL CHILDREN, INC.
GRANT REQUEST - SECTION A**

Requestor Name: _____ **Date:** _____

Contact Phone #: _____ **Email Address:** _____

Child's Name: _____ **Age:** _____

Affiliated School: _____

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1. Please list the requested item(s), vendor(s) and associated costs. Please indicate if there are coordination efforts necessary with other funding entities in order to fully utilize this item.

2. Please explain the purpose of the request as well as who will benefit from this request. (Include disability and any other information you would like to have considered to help us determine eligibility and need—all information is kept confidential.)

3. Have funding requests been submitted to any other entities (i.e. DDD, insurance, company flexible spending accounts, etc.)? Please provide details about such requests.

4. What is the durable life of this item? _____

5. Submit to: Frank Rivera, Butler PEC, 10 Kakeout Road, Butler, NJ 07405

**BUTLER PARENTS OF EXCEPTIONAL CHILDREN, INC.
GRANT REQUEST - SECTION B**

I hereby give Butler PEC permission to photograph our family or child(ren) with special needs for the purpose of promoting awareness of the Grant program as well as Butler PEC and awareness of special needs families and programs in our community. The photographs may be used for newspaper articles and/or placed on the Butler PEC website (www.butlerpec.org)

Signature

Date

**BUTLER PARENTS OF EXCEPTIONAL CHILDREN, INC.
PARENT TRAINING/CONFERENCE GRANT REQUEST - SECTION C**

Requestor Name: _____ **Date:** _____

Contact Phone #: _____ **Email Address:** _____

Child's Name: _____ **Age:** _____

Affiliated School: _____

1. Title of Conference/Workshop or name of Camp and Camp contact:

2. Fee/Registration (excluding transportation, meals, mileage, tolls, and other miscellaneous cost expenditures). For Camp, please list cost as well as whether coordination efforts are necessary with other funding entities in order to fully utilize this grant. Provide contact information.

2. Please explain the purpose and anticipated benefits of this request. Please include child's disability as well as any other information that you would like to be considered in helping us determine eligibility and need. (All information will be kept confidential.)

3. Have funding requests been submitted to any other entities (i.e. DDD, insurance, company flexible spending accounts, etc.)? Please provide details about such requests.

4. Please attach a copy of the conference/workshop or camp brochure.

5. Submit to: Frank Rivera, President, Butler PEC, 10 Kakeout Road., Butler, NJ 07405

Grant Review Form – SECTION D
This section is for PEC use only and must accompany your Grant Request

For PEC Use Only:	Date Received: _____	Receipt Acknowledged: _____
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Requestor: _____ **Item:** _____

\$ Amount: _____ **Vendor:** _____

Date Needed: _____ **PEC Contact:** _____

Location item will be used: _____

Other PEC grants awarded during the past 24 months? _____

Additional Information Needed ?
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Communication with Requestor:

Request Approved/Rejected: _____ **Date:** _____

Gift Letter Completed: _____ **Check Issued:** _____
