



## **VISIONS ENDOWMENT FUND GRANT APPLICATION PROCESS**

**Revised August, 2010**

### **Orville M. Cotterman Grant Fund (OC)**

Mission of the Fund: Grants will be awarded no more than annually to an elementary or middle school teacher or teachers in the Vandalia-Butler School District for the benefit and enrichment of Vandalia-Butler students. The grant opportunity will give educators simple, direct support for activities and projects that the state or local school board cannot provide.

Target Amount to be Granted Annually: Initially one \$250 grant will be awarded each year. As the assets of the Fund increase to more than \$5,000, the Vandalia-Butler Foundation through the VISIONS Endowment Fund Board of Trustees will determine the amount to be available for awards each year and the number of awards to be made based on the amount available and the number of worthy grant applications.

Application Process: Complete the VISIONS Grant Application form, check the appropriate fund, and submit to:

VISIONS Endowment Fund  
Attn: Grant Committee Chairperson  
P.O. Box 90282  
Dayton, Ohio 45490

Or e-mail to [info@visionsendowmentfund.org](mailto:info@visionsendowmentfund.org)

Grant applications are accepted and considered by the VISIONS Grant Committee in September, January and April.

Obligations in exchange for a grant award:

- A written report, including photos, briefly describing the outcome of the activity or project will be due by June 1<sup>st</sup> of the academic year in which the grant was awarded
- Receipts/documentation for all expenditures will be due at the same time. Unspent grant dollars must be reimbursed to the Vandalia-Butler Foundation.
- Teachers receiving a grant award are asked to acknowledge **The Orville M. Cotterman Grant** in any publicity or recognition related to the activity or program.

NOTE: VISIONS Endowment Fund is the agent of distribution for the Orville Cotterman Fund, which is part of the Vandalia-Butler Foundation, which is managed by the Dayton Foundation. The process for applying for these funds has not changed.