

CSAA Disaster Relief Grant



Aligning with CSAA mission to help preserve country schools, the Disaster Relief Grant has been developed to help organizations and private owners of restored historical school sites that have been **compromised by natural or unforeseen disasters** that are uninsured or fall within insurance deductible limits. **Disaster Relief Grant is NOT for schoolhouse maintenance, improvements or deterioration. Requests for such will not be accepted.**

CSAA has earmarked annual funding that will be distributed annually up to \$1000 to help repair sites that have been damaged. Proceeds from the annual conference's silent auction will help support the fund and will ultimately aid in assisting more distressed schools.

Application details:

1. Deadline is January 31st each year. Submit electronically or via mail. (Electronic submission is preferred)
2. Applicants may submit only one application per grant cycle. Applicants can request funding for damages that occurred within 12 to 18 months prior to submitting this application.
3. The Disaster Relief committee will review all applications and recommend one (1) awardee to the CSAA executive board for final approval prior to the Spring Board meeting.

In order to receive funding, please include the following information and sign the following agreement clause for CSAA.

Claim cover sheet. Contact person's name, email, and address, and school information, phone, and email for the site that will be receiving the funding. Please note: CSAA cannot issue direct payment to vendors, contractors, or repair service personnel. All checks will be issued to the owner, director, or organization of the school site.

1. Name, email, and/or phone number of the CSAA member associated with the compromised school site or contact information for the referral contact from the CSAA organization.
2. 200-300 word description of the unforeseen damage that occurred to the school building and how it affected its existing programs and/or services. Please note the applicant can request funding for damages that occurred up to 18 months prior to the date of their application. Claims will only be considered if they were a result of a natural or environmental change. Some examples of acceptable damage are the following (not limited to):
 - a. flooding, wind, earth subsidence, storm
 - b. pests, wildlife, insect, or vegetation invasions
3. Two or more photographic images of damage and the completed repairs. Please include a current full building picture.
4. Documentation of actual costs for repairs (insurance spreadsheet indicating the deductible, invoice, receipts, quotes, bills, etc)
5. Sign and dated CSAA Disaster Relief Grant Submission Agreement

CSAA Disaster Relief Grant Claim Cover Sheet and Agreement

Contact name: _____

School: _____ Damage date: _____

Address: _____

City, State, Zip _____

Phone: _____ Email _____

Amount requested (not exceeding \$1000) _____

CSAA Disaster Relief Grant Submission Agreement

This Agreement and the claim attachments (listed below) hereto constitute the entire submission for CSAA Disaster Relief Grant review. Based upon this submission and review, the CSAA Disaster Relief Grant board reserves the right to investigate claims further and elect to decline and/or award partial funding for any reason. The submitter understands that all provided documentation will not be returned and they will become property of the CSAA. The submitter further agrees to use all funding provided by the CSAA Disaster Relief Grant to restore or replicate damaged areas and to make every attempt to do so as accurately as possible to preserve and maintain the school site’s overall historical context.

By signing below, the submitter verifies that the attached documentations are accurate and true to the nature of this claim submission and to the named school site.

Signed: _____ Date: _____

Claim attachments:

- 1. CSAA Disaster Relief Grant cover sheet and signed agreement
- 2. CSAA member referral contact information
- 3. 200 – 300 word damage description and additional contact information
- 4. Two or more images of before and after repair (include full picture of building)
- 5. Documentation of expenses (bills, receipts, insurance deductible, etc)

Email submission preferred. Send to: jprouty2@gmail.com

Or via US Mail to:

CSAA Building Grants Committee Chair.
c/o Mr. Dale Prouty
290 Bentley Road
Hudson Falls, NY 12839