



FOUNDATION
LINCOLN PUBLIC SCHOOLS

Student Emergency Fund Application

Special Thanks to Our Corporate Sponsor
Pinnacle Bank

Date: _____

Student Name: _____ Family ID # _____

Parent/Guardian: _____

School: _____

Phone: _____

Fax: _____

Amount Requested: _____

The usual practice will be for the student's principal to submit a request for funds to the Foundation for Lincoln Public Schools for approval. Checks will be made payable to the individual or organization indicated on this application.

Make check payable to: _____

Please print

Send check to: _____

Address: _____

Phone: _____

Description of need and item by item how the money is to be spent:

Principal's Name: _____

Principal's Signature: _____

Fax application to 436-1692 or mail to LPSDO Box 4
Call the Foundation at 436-1612 with any questions



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Student Emergency Fund Guidelines

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WHAT:

The Foundation for Lincoln Public Schools (Foundation) administers financial assistance for the **modest and emergency** needs of disadvantaged and low-income students. Examples: emergency needs such as food, clothing, medical needs, transportation, and housing. Of course some requests are unique and fall into no specific category.

Financial assistance is also available to students for opportunities such as a special class, camp, a registration fee, or tickets for an arts education program such as at the Lied Center.

WHO:

All public school students attending Lincoln Public Schools shall be eligible for assistance.

HOW:

Applications for expenditure of funds may be made only by Lincoln Public Schools principals.

Assistance shall be provided based upon the need of the students for whom assistance is sought.

The following criteria shall be considered in the order listed below in determining whether the requested assistance shall be provided.

1. The availability of funds to pay for the needed assistance in the Foundation's Student Emergency Fund.
2. The financial ability of the student's family to provide the needed assistance.
3. The importance of the requested assistance to the welfare of the student.
4. The availability of other means to provide the needed assistance.

The usual practice will be for the student's principal to submit a request for funds to the Foundation for Lincoln Public Schools for approval (fax to 436-1692). Checks will be made payable to the individual or organization indicated on the application. Checks may be picked up from the Foundation typically the same day. In some cases, the recipient's teacher or other agent may be authorized to expend a certain amount, which will be reimbursed by the Student Emergency Fund. In this case a receipt must be sent to the Foundation along with a copy of the approved application form.

Please note, this is an emergency fund and money is limited.

**Fax application to 436-1692 or mail to LPSDO Box 4
Call the Foundation at 436-1612 with any questions**