



## Applicant Cheat Sheet

*Below is a list of items a grant may request and where you would go to find it.*

Item	Dept./Location	Item Answer/Contact	Notes
<b>W-9</b>	Business Office	Chris Lindsay 596-5615	We will supply a completed form
<b>FEIN Number</b>	Business Office	Debbie Mandas 596-5611	This will be entered once your application has reached the Business Office
<b>Organization Goals</b>	District Website		About Us, Strategic Plan
<b>Organization Mission</b>	District Website	Together, inspiring tomorrows creators, thinkers and leaders	About Us, About District 50
<b>IDNR Financial Officer (Accounts Payable)</b>	Business Office	Chris Lindsay 596-5615	In case paid receipts are needed by the Department of Natural Resources
<b>Student Enrollment</b>	District Website	District Dashboard, First page District Overview	About Us, District Dashboard/Statistics
<b>Student Enrollment: By School</b>	District Website	District Dashboard, First page District Overview	About Us, District Dashboard/Statistics
<b>Student Enrollment: By Grade</b>	District Website	District Dashboard, First page District Overview	About Us, District Dashboard/Statistics
<b>Ethnicity</b>	District Website	District Dashboard, First page District Overview	About Us, District Dashboard/Statistics
<b>Percent of Free/Reduced</b>	Business Office		Confidential information, must have your grant information to proceed
<b>Cost of Technology Hardware</b>	Technology Dept.	Geri Larsen 596-5671	Give description to Tech for district compatibility and price check