

Application for Small Schools Emergency Funds

The Small Schools Emergency Fund exists to aid one or two teacher schools to help provide temporary support for times of financial need. The funds are provided for by the Lake Union Conference of Seventh-day Adventists and the Michigan Conference of Seventh-day Adventists; each giving 50% of the fund.

The Michigan Conference Education Committee (Education Superintendents, Conference Officers) review and approve or deny each request depending on demonstrated need and available funds. The approval of funds is temporary and only applies to the school year for which the request is being made. Subsequent requests should be made at the beginning of the following school year.

The Education Committee meets approximately once a month. Applications will be reviewed at these meetings and subsequent approval/denial will be relayed back to the school as soon as possible.

Schools seeking Small School Emergency Funds should:

1. Obtain a voted action from their local board seeking assistance.
2. Provide the most current voted school budget demonstrating shortfall.
3. Provide prior and current year-to-date financial statements along with most recent bank statements.
4. Provide written explanation for financial shortfall.
5. Provide written plan to reach financial stability.

Signatures:

Principal: _____ Date: _____

Board Chairperson: _____ Date: _____

School Treasurer: _____ Date: _____