

# THE STEELE-REESE FOUNDATION

## Trustees

William T. Buice, III  
32 Washington Square West  
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JP Morgan Chase Bank

## Appalachian Director

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July 6, 2021

Mr. Jeffery Saylor, Superintendent  
Estill County Board of Education  
253 Main Street  
PO Box 930  
Irvine, KY 40336

Dear Mr. Saylor:

The trustees of The Steele-Reese Foundation are happy to report that the Foundation will make a grant of \$40,000 payable to Estill County Board of Education. The grant is to be used to create a STEAM laboratory for elementary students in Estill County. The foregoing uses of the funds are to be expended as described in your grant proposal to us and as further described in conversations between Teresa Dawes and me.

Our co-trustee, JPMorgan Chase Bank, will send you a payment for \$40,000 before August 31 of this year if I promptly receive from you a countersigned copy of this letter.

You may use the names of the Foundation and Emmet and Eleanor Reese in any publicity you feel would be appropriate and helpful, but you should strictly avoid using the name of any other individual now or formerly connected with the Foundation.

Please do not include the name of the Foundation in general mailing lists made available to other organizations.

It is critically important for us to maintain reports on the use of grant funds by Steele-Reese Foundation grantees, as our grant making process is informed by the work the grantees accomplish during the years in which they receive funds. Also, our files are subject to audit by the Internal Revenue Service and others. Accordingly, you will be required to submit to us a report by August 1 of the year following the initial payment to you by the Foundation. All reports will be submitted online, through our website at [www.steele-reese.org](http://www.steele-reese.org). Specific directions will be emailed to you in advance of the report deadline. You will be asked to answer

a series of questions about how the funds were spent and the status of the project, and you will have the opportunity to explain any unexpected problems that may have arisen. You will also be asked to describe the programmatic outcomes achieved by the organization during the grant year, with comments on those outcomes relative to expectations at the beginning of the grant year. We also request that you include a description of any significant changes to your staff responsible for the program supported by the grant.

If the terms of this grant meet with your approval, please countersign and return the copy of this letter pursuant to the provisions in the email. By countersigning a copy of this letter, you agree to file the explanatory report on the Foundation's grants management system by August 1, 2022 as a condition of receiving this grant.

We wish you every success in your efforts to inspire the children of Estill County to enjoy learning how science and math can have practical, and fun, applications in real life.

Sincerely yours,

A handwritten signature in cursive script that reads "Judy K. Owens". The signature is fluid and elegant, with a large initial 'J' and 'O'.

Judy K. Owens, Appalachian Director

I agree to the conditions set forth above, including the obligation to file annual reports in 2022 on the use of the grant funds.

Estill County Board of Education:

By: \_\_\_\_\_ Date: \_\_\_\_\_

Cc: Charles U. Buice, William T. Buice, III

Caroline S. Downs

