

OK AS TO FORM  
AMH 4-14-2026

JEFFERSON COUNTY PUBLIC SCHOOLS  
GRANT APPLICATION SUMMARY SHEET

Project Director Name: Becca Haynes Position: Principal

School/Department: Hawthorne Elementary Email: rebecca.haynes@jefferson.kyschools.us

Funding Source: GPD Foundation Anticipated Funding Amount: \$4,300

Applicant: **JCPS** JCPEF Other Identify other applicant:

Describe how this project/program supports one of the district's strategic Goals or Guardrails: This project supports Goal #1 Elementary School Academic Readiness through enhanced STEAM education experiences.

Does the project support the district's **Racial Equity Pillar**\*? Yes

Project Description: STEAM Lab Enhancement

Grade Level of Students: K-5 Total Number of Students Impacted by Grant: 420

Grant Period: March 1, 2026 – September 30, 2026 Due Date: January 14, 2026

Does the grant financially obligate the district after the end date to continue grant activities? Yes **No**  
If yes, how will those activities be funded? N/A

Does this funder allow indirect costs? Yes **No** If no, attach documentation. (\*Below threshold)

Does the funder require matching funds/cost share contributions? Yes **No**  
If yes, what is the amount and source of matching/cost share contribution? N/A

**Check all that apply:**

- Reporting - **Financial** Progress Other
- Building Modification Approval - changing school facilities or property
- IT Approval- if purchasing software

*By signing, you agree to ensure that (1) the grant is implemented as described in the application, (2) all funds are expended on time consistent with the approved budget, and (3) all required reports will be submitted by the funder deadlines. You also agree to notify Resource Development-immediately if the grant cannot be implemented per the approved application. Upon accepting any grant award, JCPS must carry out the project regardless of staff and leadership changes. If **Project Director leaves JCPS, the department or the school**, Principal, or Assistant Superintendent is responsible for ensuring a new Project Director is identified.*

Project Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Principal/Department Head: Becca Haynes Date 12/19/25

Assistant Superintendent/Chief \_\_\_\_\_ Date \_\_\_\_\_

\*A COMPLETED REAP MUST BE SUBMITTED WITH THE GRANT APPLICATION SUMMARY SHEET.

 Outlook

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Re: Grant Summary Sheet - Signature Needed

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From Rosenthal, Jessica M. <jessica.rosenthal@jefferson.kyschools.us>

Date Mon 12/22/2025 9:00 AM

To Leach, Stephen M. <stephen.leach2@jefferson.kyschools.us>

Cc Ford, Adrian O. <adrian.ford@jefferson.kyschools.us>; Baechle, Tammy L. <tammy.baechle@jefferson.kyschools.us>

Stephen,

Approved—thank you!

**Jessica Rosenthal, Ed.D**  
**Assistant Superintendent**  
**(502) 485-6203 (Office)**  
**@JCPSZone3AS (Twitter)**  
**3332 Newburg Rd, 40218**



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**From:** Leach, Stephen M. <stephen.leach2@jefferson.kyschools.us>

**Date:** Friday, December 19, 2025 at 4:28 PM

**To:** Rosenthal, Jessica M. <jessica.rosenthal@jefferson.kyschools.us>

**Cc:** Ford, Adrian O. <adrian.ford@jefferson.kyschools.us>, Baechle, Tammy L. <tammy.baechle@jefferson.kyschools.us>

**Subject:** Grant Summary Sheet - Signature Needed

Hi Jessica,

the attached grant summary sheet for Hawthorne's GPD Foundation Grant application needs your approval, please. Email approval is fine in lieu of signature.

Please let me know if you have any questions.

Thanks,  
Steve

***Stephen M. Leach, Ph.D.***

Grant Developer

District Liaison, MSD Community Benefits Program

[Jefferson County Public Schools](#)

[Resource Development Department](#)

3332 Newburg Road

Louisville, KY 40218

Direct Line: (502) 485-3947

Office Line: (502) 485-3290

# Hawthorne STEAM Lab Enhancement: Building Creative and Technological Capacity for All Learners

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*2026 Outside Ohio Application*

## ***Jefferson County Public Schools***

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Dr. Stephen Leach  
3332 Newburg Road  
Louisville, KY 40218

stephen.leach2@jefferson.kyschools.us  
O: 5024853947

## ***Dr. Stephen Leach***

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3332 Newburg Road  
Louisville, KY 40218

stephen.leach2@jefferson.kyschools.us  
O: 5024853947

## FollowUp Form

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### ***Grant Award Notification***

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#### **Project Name\***

Name of Project.

Hawthorne STEAM Lab Enhancement: Building Creative and Technological Capacity for All Learners

The GPD Employees' Foundation is pleased to inform you that a grant has been approved for the above listed project in the amount listed below as requested in your application.

#### **Amount Awarded**

\$800.00

This form outlines the terms and conditions of accepting our grant. Please read all the terms and conditions, electronically sign this form and submit by the deadline listed below. Once the form is submitted, we will disburse your grant funding. **This form must be submitted by 11:59 PM on May 8, 2026.**

The funds must be used specifically for the designated purpose(s) outlined in your grant application. The GPD Employees' Foundation has approved the budget included in your proposal, grant funds shall be used as set forth in this budget. If you wish to change the purpose of the grant or if the funds are not expended within the grant cycle, a written request must be submitted. Consent of these changes must be granted by the President of the GPD Employees' Foundation.

Upon execution of this form, your agency states that you agree to notify us if there is any change in your public charity status. In addition, we require a report on the expenditure of our grant funds no later than November 6, 2026, though the full amount does not need to be spent.

This contract also gives the Foundation permission to use photographs, logos, published/printed information and any other materials you supply, with out further notice, in press releases and/or publications.

Congratulations on this recognition of your important efforts. We look forward to working with you during the coming year.

### ***General Grant Terms, Conditions and Understandings***

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The GPD Employees' Foundation (The Foundation) is awarding this grant to you as the Grantee contingent upon the following:

#### Tax Exempt Status

You are a nonprofit organization currently recognized by the Internal Revenue Service as a public charity described in sections 501(c)(3) and 509(a)(1), (2) or (3) of the Internal Revenue Code of 1986 as amended (the "Code"):

- Your tax-exempt status under sections 501(c)(3) and 509(a) of the Code has not changed since the issuance of the IRS determination letter which you provided to the The Foundation and

- There is no issue presently pending before any office of the Internal Revenue Service that could result in any proposed changes to your tax-exempt status under Section 501(c)(3) and 509(a) or the Code.

Or, You are a K-12 public school system.

Expenditure of Funds:

This grant (together with any income earned upon investment of grant funds) is made for the purpose outlined in the grant application and may not be expended for any other purpose without The Foundation's prior approval.

If the grant is intended to support a specific project or to provide general support for a specific period, any portion of the grant not expended at the completion of the project or the end of the period shall be returned immediately to The Foundation.

You may not expend any grant funds for any political or lobbying activity or for any purpose other than one specified in section 170(c)(2)(b) of the Code.

No Assignment or Delegation:

You may not assign or otherwise transfer your rights or delegate any of your obligations under this grant without prior written approval from The Foundation.

Records and Reports:

You are required to keep a record of all receipts and expenditures relating to this grant and to provide The Foundation with a written report summarizing the project promptly following the end of the period during which you are to use all grant funds. The Foundation may also require interim reports. Your reports should describe your progress in achieving the purposes of the grant and include a detailed accounting of the uses or expenditure of all grant funds. You also agree to provide any other information reasonably requested by The Foundation. If your organization obtains any audited financial statements covering any part of the period of this grant, please provide a copy to The Foundation as well. You are required to keep the financial records with respect to this grant, along with copies of any reports submitted to The Foundation for at least one year following the year in which all grant funds are fully expended.

Required Notification:

You are required to provide The Foundation with immediate written notification of: (1) any changes in your organization's tax-exempt status; (2) your inability to expend the grant for the purposes described in the grant application; or (3) any expenditure from this grant made for any purpose other than those for which the grant was intended.

Reasonable Access for Evaluation:

You will permit The Foundation and its representatives, at its request, to have reasonable access during regular business hours to your files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such financial audits, verification or program evaluation as The Foundation deems necessary or appropriate concerning this grant award.

Publicity:

You will allow The Foundation to review and approve the text of any proposed publicity concerning this grant prior to its release. The Foundation may include information regarding this grant, including the amount and purpose of the grant, any photographs you may have provided, your logo or trademark, or public reports, newsletters, and news releases.

Right to Modify or Revoke:

The Foundation reserves the right to discontinue, modify or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if, in The Foundation's sole discretion, such action is necessary: (1) because you have not fully complied with the terms and conditions of this grant; (2) to protect the purpose and objectives of the grant or any other charitable activities of The Foundation; or (3) to comply with the requirements of any law or regulation applicable to you, The Foundation or this grant.

If The Foundation does not receive an executed version of this form and the required attachments within 30 days of notice of its availability, this grant may be revoked.

**W-9 Form Upload\***

Upload the most recent fully completed and signed version of the W-9 form for your organization.

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***Acknowledge Acceptance of the Grant Terms and Agreements***

**Electronic Signature\***

**Please enter your first and last name into the field below.**

**Please Note:** By entering data into the next two (2) fields calling for insertion of your name and date, you are: (1) representing that you are an officer or other agent for the applicant Grantee duly authorized to enter into legally binding agreements on behalf of the Grantee, (2) agreeing to submit this grant application in an electronic form on behalf of the Grantee which shall be bound by its contents as an electronic transaction, (3) agreeing that your insertion of data into these following fields constitutes an electronic signature.

**Signature Date\***

Provide the date you are submitting the agreement.

## File Attachment Summary

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### ***Applicant File Uploads***

*No files were uploaded*