Leonard L. White

"A Little Help. . . Can Go a Long Way. . ."
Special Assistance Project

Purpose: To provide assistance for basic and/or emergency needs in order to support a student's positive development.

Eligibility: 5th through 12th grade students attending a public or private school in the districts contingent to the city of Battle Creek.

Administration: The Special Assistance Project will be directly administered by counselors or other staff in each of the eligible schools. Checks will be forwarded directly to the vendor from the Battle Creek Community Foundation once a completed Special Assistance Application is received and approved at the Community Foundation.

Criteria for Special Assistance: This project is designed to provide assistance for students who exhibit financial need for specific items that will be of major benefit to their academic performance, physical or mental health, or legal status. Essentially, the assistance should help support the stabilization of the individual. Criteria are as follows:

1. Must be currently enrolled or completed procedures to re-enroll at an eligible middle or high school.

2. Must exhibit financial need for assistance. Proof **must** to be submitted with the application (i.e.: proof of free/ reduced lunch, signed letter from principal/ counselor, etc.).

3. Assistance must in some way support the overall academic performance of the individual.

4. Types of assistance may include, but are not limited to: books, clothing, counseling, nutrition-related items, medical, dental, vision, speech, etc.

Process for Assessing Need: School counselor/principal meets with student/parent and completes the Special Assistance application. Application is forwarded to the Battle Creek Community Foundation. Funds will be provided on a first-come, first-need basis. The Battle Creek Community Foundation will approve/disapprove application, make payment and notify counselor directly. In the event a request for assistance falls outside guidelines or is in conflict with the charitable purposes of the Battle Creek Community Foundation, the counselor will be notified immediately.