



# Arrowhead Manufacturers & Fabricators Association EDUCATIONAL TRUST

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## Legacy Fund Tool Kit Grant Application

The Legacy Fund application is open to all higher educational institutions (hereby called “school”) in the AMFA region that offer a manufacturing program. This grant program is intended to provide “tools” to a student(s) enrolled in a manufacturing program, to help motivate and accelerate their desire to complete the program.

### Eligible tools:

Tools/supplies necessary to participate in a specific manufacturing program, including: tools, technical supplies, software, hardware, safety supplies.

### Policies and Procedures

- Application may be submitted in hard copy or electronically no later than December 31
- Funds will be awarded to the school on the third Monday of January
- Recipient must send a thank you letter to the Legacy Fund by the second Monday of February
- Legacy Fund may require applicant to participate in an in-person meeting or conference call
- Tool Kit is available to student(s) enrolled in a manufacturing program at a school in the AMFA region
- Tool Kit is to be awarded with the stipulation that the student completes the program. If he/she does not complete the program, the Tool Kit is to be **confiscated and** awarded to another student.
- Applicant is required to submit a final project report

### Please submit a proposal to include the following:

#### Contact Information:

- Name of the school. Is the school a member of AMFA?
- Name, title, phone, email of person in charge of grant

#### Project Description:

- Describe the Tool Kit
- Describe the relevance/impact of the Tool Kit
- Describe the method to be used to select recipient(s)
- Time frame in which Tool Kit will be disbursed

#### Budget:

- Amount of funds requested from Legacy Fund
- Additional funders: List names/amounts
- What is the cost of one Tool Kit?
- List the vendor(s) that will provide the Tool Kit, list any discounts provided

### Send proposal via email or mail:

Legacy Fund: AFMA  
PO Box 150  
Elbow Lake, MN 56531  
Alisa@MidwestManufacturers.com

### Legacy Fund Internal use only

Date application received \_\_\_\_\_  
Action taken \_\_\_\_\_  
Amount Funded \_\_\_\_\_  
Final report received from grantee \_\_\_\_\_