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David B. Spencer, Chairman of the Board
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Service Learning Program Statement During COVID-19 Response

Dear all service learning participants,

The staff of the Brown Foundation hopes everyone in your school family is coping as best you can with all of this uncertainty. We understand that due to school closures your service learning plans may have been interrupted. Here are three options you can take to finish your service learning grant:

1. If your plan was completed, please submit Expenditure Report Form for this year by May 7th, 2020.
2. If you are unable to use remaining funds, you may submit a “Changes Form” (found on our website) to say how you would like to reallocate the funds for either this school year or next. We only ask that you keep the funds related to a service for the students or greater community.
3. If you are unable to utilize the funds at all, your school may return the unspent funds.

No school or teacher will be penalized in any way for utilizing unspent funds OR returning funds. We encourage everyone with a service learning award to reapply for service learning funding for the 2020-2021 school year!

Also, do not forget to submit an Expenditure Report and theme/logo art contest entries by May 7th, 2020.

Please contact us via email or phone if you have any questions or would like to discuss these options further.

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We hope you stay safe and well during this turbulent time,
The Brown Foundation Education Team

