

Shenandoah Area Council, BSA

Greeting Scout Grant Recipient,

On behalf of the Lowe's Educational and Charitable Foundation, congratulations on your selection as a \$100 Eagle Scout service project grant recipient. We are excited to be able to provide this assistance as you continue your quest for the Eagle Scout rank, and urge you to stay on task and work hard to meet your goal. You will never regret the effort.

First, before you do anything else, take out the gift card and write the 16 digit number found on the front of it in the space below. This is important. You will not be able to finish your reporting obligations as a grant recipient without your card number.

Gift Card Number _____

Be sure to keep this letter and the packet envelope in a safe place so you will have your card number handy. You will need the website address below to submit a brief project report once your project is completed. It will be helpful if you enter your name in the report as it appears on your envelope label.

Your obligations as a grant recipient are included with this packet. If you decide you are unable to fulfill them, you must return your card to your council's Lowe's project follow-up volunteer. Once your service project proposal has been approved by your council or district, and you are ready to begin spending for the project, you may activate your card. Doing this means you agree to the obligations, so be sure to read them carefully. Instructions for activating the card can be found in the envelope with the card.

One of your obligations is to report on your project. This is easy to do and will take between 10 and 15 minutes. In addition to your gift card number you will be entering the following when you submit your report: The name of your council, your first name and last name, your phone number, your unit number, the name of the organization that benefitted from your project, the project location, and the type of project you completed with a brief description and the start and finish dates.

**When you have finished your project please go to the Scout Recipient Reporting website at: http://scouting.us.qualtrics.com/SE/?SID=SV_eED6H50S7mgFOU5.
(Please note that the URL is case-sensitive, and contains no zeros; only the letter O is used.)**

Be sure to take the time to learn about the Lowe's Foundation grant program at www.scouting.org/trailtoeagle.

[All material must be returned to Council Office by March 15, 2014](#)

Again, congratulations on your selection as a grant recipient.

**Jessica Janscha
Lowe's Foundation Grant Administrator
Program Impact Department
National Council, BSA
972-580-2185
lowes.grant@scouting.org**

**Marlin Leatherman
Shenandoah Area Council
Lowe's Grant Administrator
540-665-2924**

