***Project Title:***

***Date:***

***School:***

***Applicant’s Name(s):***

***Applicant’s Position:***

***Contact Information***

***E-Mail:***

***School Phone: Home Phone:***

 ***Small Grant (under $1,500)***

***Collaborative grant (Greater than $1,500 and serving more than one classroom)***

***Budget Request:***

***Beginning Date: End Date:***

***Applicant’s Signature:***

***Signature of School Principal:***

***Signature of Superintendent:***

*Applicants are encouraged to consult their school’s principal or colleagues prior to final submission of the grant.*

***One Paragraph Summary Description:***

*Briefly state the project goals and plan*

***What are the objectives of the project?***

*What will the students learn?*

*Approximately how many will participate and in what ways?*

***Describe how you will carry out this project***

*Please specify the methods, materials, and personnel who will be involved in the project. Include how students will be prepared and descibe follow-up activities.*

***Provide the details for your budget request***

*To the extent possible, please give specific information on the materials and equipment needed, sources of supply, and costs. Categories may include materials, equipment, transportation, etc. (Please note that purchases are handled through the Business Office).*

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| Item | Cost | Supplier | Comments |
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