

Grant #: _____

**THE PELHAM EDUCATION FOUNDATION
GRANT APPLICATION FORM 2022-2023**

Please check one of the options below:

- This is a **Major Grant Application** (For grants > \$5,000, no submission deadline)
- This is a **Mini Grant Application** (For grants of \$1,000 to \$5,000, no submission deadline)
- This is a **Micro Grant Application** (For grants up to \$1,000, no submission deadline)

District Pre-approval process:

All projects require both the building principal and the director associated with the subject matter to be listed as sponsors.

Projects intended primarily to benefit students with special needs, also require the signature of Traci Holtz as a sponsor.

Projects in the area of technology also require the signature of John Sebalos as an administrative sponsor.

By listing the aforementioned sponsors, you will indicate that you have received his/her approval of your project.

All grant requests must be seen by Dr. Alice Bowman before being sent to the PEF

Applicant(s): _____

Position(s): _____

Project Name: _____

Total Estimated Cost of Project: _____

Total Amount Requested of the PEF: _____

Contact Person (Name and E-mail Address): _____

Building Principal: _____

Additional Sponsors: _____

I. PROJECT DESCRIPTION. Please provide a brief description of your project.

II. PROJECT OBJECTIVES:

- a. **What is to be accomplished through the proposed project?** *(for example: the impact on the curriculum, support of common core standards and/or the district's strategic plan, the impact on student achievement or professional development).*

- b. **Project beneficiaries:** *How many students, in which grades, and at which school(s)? Will the project benefit students in one year or multiple years?*

III. PROJECT BUDGET.

- a. **Itemized costs** *(attach vendor quotes/invoices including teacher stipends if applicable)*

- b. **Other Funding.** *(sources and amounts)*
Have you requested funding for this project from the District? If so, please indicate whether any District funds will be available for the project.

IV. PROJECT TIMETABLE. When will the project to begin (or the date on which you will require funding) and when you expect the project to be completed?

V. PROJECT ASSESSMENT. *As a condition to awarding a grant, the Foundation will require a project evaluation promptly following the completion date of the project. Evaluation may include a written survey, an interview by a Foundation board member, a brief presentation at a Foundation board meeting, or other forms of evaluation appropriate to your project.*

- a. Describe desired outcomes and when such outcomes may be assessed

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The Project Development Committee of the Pelham Education Foundation will review your application and will make recommendations to the board of directors of the Foundation.

In order to facilitate distribution to committee and board members, the committee requires that all applications be submitted in Microsoft Word by email to:

Kate Carpenter (KateCarp302@gmail.com)

Sarah McKee (sarah.baumgardner@gmail.com)

And, please CC: Dr. Alice Bowman (abowman@pelhamschools.org)

Thank you, and good luck!

