

**THE PELHAM EDUCATION FOUNDATION  
GRANT APPLICATION FORM  
2018-2019 School Year**

**Please check one of the options below:**

- This is a **Micro-Grant Application** (For grants up to \$1,000, no submission deadline)
- This is a **Mini-Grant Application** (For grants up to \$5,000, no submission deadline)
- This is a **Major-Grant Application** (For grants greater than \$5,000). *Major grants may be submitted throughout the school year, but must be submitted no later than April 1, 2019 to be considered for funding during the 2018-19 school year. Please note that grants of this size typically take more than 30 days from receipt of application to be acted upon at a monthly meeting. For the 2018-19 school year, PEF board meetings will be held on the first Thursday of each month.*

**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.

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**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).*

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- 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?*

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**III. PROJECT BUDGET.**

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

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- 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.*

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**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?

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- 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: Robert Tracy at [rjtracy@gibney.com](mailto:rjtracy@gibney.com) and Julia Fuller Nakayama at [juliakfuller@yahoo.com](mailto:juliakfuller@yahoo.com) with copies to Steven Garcia at [sgarcia@pelhamschools.org](mailto:sgarcia@pelhamschools.org).**