

Audubon Education Foundation Grant Application



Name of Applicant (Project Coordinator):

Position Title: _____

School: _____

Grade level: _____

Email: _____

Title of project: _____

Number of students involved: _____ Amount requested: \$ _____

I. Description

Please attach the following information regarding your project:

- A. Executive summary: attach a brief summary of your project. Include details such as your overall goal and expected outcome/results.
- B. Describe how the project enhances the curriculum/supports the NJCCCS and the Strategic Plan.
- C. A projected timetable and activities/procedures.
- D. Any other information about your project-

11. Budget

Attach a copy of your detailed budget and materials needed for the project. Make sure you have researched the equipment/materials available in the district before requesting them in your application-

III. Project Coordinator Agreement (see attached)

06/2019

IV. Signatures

A Applicant(s): _____ Date: _____

B Principal: _____ Date: _____

This signature acknowledges that the building principal has received and reviewed this application and supports the above project.

C Supervisor (AHS only): _____ Date: _____

D Superintendent: _____ Date: _____

Project Coordinator Agreement

* *Please initial that you understand and accept the following requirements* *

- 1) The project coordinator has contacted relevant personnel to ensure that materials/equipment requested are not available within the district.

Initials: _____

- 2) All major equipment and instructional materials purchased with AEF grant monies are property of Audubon Public Schools.

Initials: _____

- 3) The project coordinator will submit receipts for expenditures within thirty (30) days of project completion.

Initials: _____

- 4) If project comes in under budget, all unused funds must be returned to AEF within thirty (30) days of project completion.

Initials: _____

06/2019

- 5) The project coordinator will submit an evaluation form (see attached) within thirty (30) days of project completion.

Initials:_____

- 6) The Audubon Education Foundation will be notified when specific activities occur so members may attend (if applicable).

Initials:_____

THANK YOU!

Grant Results

The **Audubon Education Foundation** would love to hear about the results of your grant. We may publicize your results on our website, so *Pictures for posting are very desirable!*

Thank you very much.

Brief name of grant project: _____

Teacher(s) name(s) and grade level: _____

Brief description of:

grant objective: _____

methodology – i.e., what did the kids need to do? _____

results: (expected and/or unexpected) _____

Are you willing to give a short description of your project and results to the School Board? _____

(Optional) Comments or suggestions for us, going forward:

Date: _____