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.

Ill. Project Coordinator Agreement (see attached)
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: ______
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: ___________