

# Hastings Education Foundation Grant Application: 2019-20 Academic Year

Please attach your responses to this form and return to your Principal's office by 3 pm on Friday, February 15, 2019. No application can be accepted after this deadline.

Your name:	Phone:
Email:	School:
Name of project:	# of students participating:
Content area of project:	Grade level of students:
Is this a NEW or REPEAT grant request?	Start date:
Budget -- include TOTAL amount requested:	<p>Has this grant also been submitted to the PTSA this year? ___ yes ___ no</p> <p>Has this grant been submitted to the PTSA in the past? ___ yes ___ no</p> <p>If yes, was it funded? ___ yes ___ no</p>

1. **Project Description:** Please give a detailed description of your project.

- Describe the educational objectives and goals.
- How will it be integrated into or supplement the current curriculum?
- How many students will be directly participating in the project?
- Attach additional supporting material, if helpful. (Please attach a short summary in your own words rather than simply website link or lengthy article.)
- Specify how this project is different from what is already in place and why you believe it to be important in enhancing student achievement and district goals.

- Do you anticipate the project will be continued at the end of this grant? If so, how will it be funded?
2. Indicate anticipated start and **completion date** of your project.
  3. Describe the **long-term impact** of your project.
  4. Provide an **itemized budget** for your project. (HEF cannot fund travel or meals.)
  5. List **how and by whom the project will be evaluated**.

**Note: Please provide an electronic copy of the application and attachments to Fi Goodman in the Superintendent's office once your principal has approved. If your grant proposal has a technology component or you are requesting equipment, an additional copy of the application should be emailed to Maureen Caraballo in the District business office.**

1. **Applicant Signature:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

2. **Department Chair or Team Leader Approval:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

3. **Principal Approval:**

\_\_\_\_\_ **Date:** \_\_\_\_\_

4. **Superintendent Approval:**

\_\_\_\_\_ **Date:** \_\_\_\_\_