



## **GRANT APPLICATION**

**The primary purpose of the East Grand Rapids Schools Foundation is to promote the quality of academic life by enhancing or initiating those exceptional programs which are not or will not normally be underwritten by the East Grand Rapids Public Schools.**

\_\_\_\_\_ **Mini-Grant** - Building level grants of up to \$1,500 for programs and enhancements that promote excellence in teaching and learning. Examples: Materials or equipment for projects or programs or payment for learning experiences for students and staff. *Applications accepted throughout the school year until May 1 and will be reviewed in November and March unless considered time sensitive. \*See below. Requests must be received by November 1 and March 1 to be reviewed in those cycles.*

\_\_\_\_\_ **Foundation Grant** - Grants over \$1,500 for the enhancement of instruction on a larger scale. Examples: seed money for a new program, upgrading program materials, or learning experiences for students and staff. *Applications accepted throughout the school year until May 1 and will be reviewed in November and March unless considered time sensitive. \*See below. Requests must be received by November 1 and March 1 to be reviewed in those cycles.*

\_\_\_\_\_ **District Program Support Grants** - The Foundation recognizes the on-going need to support programs and innovative multi-year projects that would go unfunded due to budget constraints. Examples of District Program Support Grants include, but are not limited to, funds to cover program materials, personnel for programs and innovative district wide projects. Grant Applications are accepted in May. Requests require Board approval and will be reviewed in May. Due dates for these requests will be set annually by the Executive Board.

\_\_\_\_\_ **Superintendent's Mini-Grant** - Up to \$500 for tuition and fees for course work, which will enhance the quality of teaching and learning in the classroom. *Applications accepted throughout the school year until May 1. (See VandenBerg Scholarship & Shubel Scholarship for additional resources for staff.)*

Name(s) \_\_\_\_\_ Date \_\_\_\_\_

School or Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Relationship to EGR Schools \_\_\_\_\_  
(Teacher, student, parent, etc.)

Title or Topic of Grant \_\_\_\_\_

Amount Requested \_\_\_\_\_

Building(s): HS \_\_\_\_\_ MS \_\_\_\_\_ Breton Downs \_\_\_\_\_ Lakeside \_\_\_\_\_ Wealthy \_\_\_\_\_

Grades served \_\_\_\_\_ Number of students affected? \_\_\_\_\_

**\*Is this Grant request time sensitive?** The board recognizes that opportunities and materials needed to promote excellence in education may be time sensitive and may fall outside the regular review dates. If your request is one that must be reviewed prior to the next grant review cycle in November or March, please check the appropriate box and indicate why your request is time sensitive and requires special attention.

Yes, my request is time sensitive and requires special attention prior to the next review date.

Explain need for special attention:

No, my request is not time sensitive and may be reviewed during the next cycle during March or November.

**Are you also filling out the Technology Application? (This is required if you are requesting a technology item)** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Descriptive Summary:** Please submit a written statement describing your grant (please use additional pages if necessary).

**Curriculum Connection and Enhancement:** Please address how your request relates to curriculum and the strategic goals of the building and/or district. Secondly, address how it will enhance teaching and/or learning in the classroom/district.

**Student Connection:** Please address how your request will be used in the classroom and/or with the students. Give specifics regarding implementation, use and how it will enhance teaching and/or learning in your classroom.

**Itemized Budget:** Include an itemized budget for this project. Include item descriptions, number needed, and price per each. Be sure to include shipping, if applicable.

**Funding Sources and Partial Funding:** Please indicate the name of additional funding sources (if any) and the amount which each source will be supporting your request in addition to the funds being requested from EGRSF. Please indicate if your request could be funded partially by EGRSF and still be successful.

**Program/Project Sustainability:** Address how the program/project will be sustained beyond the term of the grant, if applicable. Please include how and when these funds will be used. If additional funds are necessary in order to sustain or complete the project, please note where these funds will come from and if future funds from EGRSF may be needed.

**How will you evaluate the success of the program/project?**

**Are you submitting additional material?** If you have additional printed material or information to include with this application, please mail it to the address below. Additional electronic material can be submitted to [egrfsf@egrps.org](mailto:egrfsf@egrps.org)

Within 90 days of receiving the grant funds, a written evaluation must be submitted to the Foundation. All items purchased through this grant become the property of the East Grand Rapids Public Schools. Each grant request must be submitted to your building administrator. It is your responsibility to make sure that your building administrator has signed and shared or sent a copy to the Foundation office.

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Teacher's Signature

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Teacher's Signature

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Building Administrator's Signature

Please return *all* applications to:

East Grand Rapids Schools Foundation, 2915 Hall Street SE, Grand Rapids, MI 49506

Updated.7/18/18