

Paint Branch High School Educational Foundation

MINI-GRANT APPLICATION

Mini-grants support Paint Branch staff in activities for their students that could not otherwise be supported financially through the regular budget. Projects need to be completed by the end of the school year 2011-12. The deadline for submitting the application is Thursday, October 20, 2011. All applications must be submitted electronically to Patti Twigg: email address Lptwigg@verizon.net. The Foundation is especially interested in grant applications from staff who have never applied for a grant. Questions? Contact Patti via email. Please complete this form by typing and limit your total application to 2 pages. For an electronic version of this form, email Patti.

Name(s) and email addresses of staff applying for Mini-Grant

PURPOSE

Title of Project _____

Grade level(s) of students served by grant: _____

Subject area(s): _____

Inquiry Focus

Describe the need or challenge or question that the grant will address.

Proposed Plan Description

Describe what you propose to do with this mini grant. How and why will it address the need, challenge, or problem?

Goals for Students and the School

In what way is your proposed project tied to the needs of the students it is designed to serve?

Impact Assessment

How will you know that your project impacted the need or the question you raised? How might your project impact other students and teachers?

IMPLEMENTATION

Timeline

Start date: _____ End date: _____

Describe any culminating events associated with the project:

Describe any project milestones or benchmarks:

Budget

(expected total cost should be no more than \$500)

Describe item(s) and state cost:

Supplies, Print or non-print resources, Equipment, Consultant fees or Honoraria, Other (specify):

Population

How many students are involved?

Which class(es) are participating?

What is the criteria for student selection and who will be making the decision?

Reporting Responsibility

If you receive mini-grant funds, within two (2) weeks of the project's end date, you will be required to submit a **brief** report that accounts for all expenditures and details project results.

Invoices and/or receipts required.