



FERN RIDGE SCHOOL DISTRICT 28J
Grant Approval Form

User Instructions:

- Use this form to obtain District approval for **any** grant proposal you are submitting. Regardless of the type of grant, this form must be submitted to the District Office.

For grants of \$1000 or under, that do not require additional district resources to administer, applicants may apply by filling out the information in this box only.

Project Title: _____ Name of Person submitting Grant: _____

Name of Funding Agency/Grant Program: _____

Received approval from building Principal: Principals Initials: _____ Date: _____

Submit copy of this form to District Office with all grant paperwork attached.

For grants over \$1000, or for grants that **DO** require additional district resources to administer, applicants must fill out the remainder of this form and submit to the District Office for Superintendent Approval prior to submission of the grant.

Project Title: _____

Name of Person Submitting Grant Application: _____

Date Form Completed and Submitted to Superintendent's Office: _____

Name of Funding Agency and Grant Program: _____

Effective Dates of Grant: Start Date _____ End Date _____

Brief explanation of the grant – Fill out completely.

1. Describe the project's objectives, activities, deliverables, and evaluation.

2. What goals of the District does the project advance?

3. What school(s) will participate in the grant?

4. What Education, business, organization or other partners will participate?

5. What is the budget for the following:

- Salaries/Benefits _____
- Stipends _____
- Travel _____
- Equipment/Tech _____
- Supplies _____
- Contracted Services _____
- Indirect _____
- Admin support or clerical included _____
- Explanations _____]

6. What are the financial obligations of the District?

7. Additional Comments/Information.

Principal's Signature

Superintendent's Signature / Approval

Date

Date

Notify Business Office immediately of receipt of grant funds upon notification from grant source.