

ENGLEWOOD SCHOOLS
GRANT INTENT TO APPLY FORM

Your Name		
School or Department		
Telephone		
E-Mail		
Grant Funding Source		
Application Submission Deadline		
Area Grant Project Affecting:		
* Anticipated Amount of Grant Request	\$	
<u>Executive Summary</u> Briefly summarize your project:		<u>Budget Summary</u> Project/Program \$ Teachers/Instructors \$ Equipment/Materials \$ Indirect Cost \$ Other \$ Total \$

SIGNATURE OF BUILDING PRINCIPAL/S

DATE

GRANT OFFICE APPROVAL

DATE

FINANCIAL APPROVAL

DATE

District administration appreciates the enthusiasm of staff regarding application to outside agencies for grants that support district philosophy and instructional goals. In order to be sure that grants adhere to and are in compliance with Board of Education policy (3122) and district financial procedures we ask that these grant applications be submitted to the district grant office for approval before they are sent to the outside agency.

