The Board reserves the right to approve, fully or partially, or reject any grant proposal.

No funding will be approved for hardware such as computers, printers, projectors, or televisions.
Macomb Community Unit District #185
Educational Foundation

GRANT APPLICATION

__________________________________________
APPLICANT’S NAME

__________________________________________
HOME ADDRESS

__________________________   __________________________
HOME PHONE                  OTHER PHONE

__________________________   __________________________
SCHOOL AND PRINCIPAL      POSITION/TITLE

__________________________________________
PROJECT TITLE

I (we) grant to the District #185 Macomb Educational Foundation the right to use this proposal and results of this project, if funded, for instructional use within the Macomb Community Unit School District or to help other educators.

__________________________   __________________________
DATE                      APPLICANT(S) SIGNATURE

Applications should be submitted to:

Macomb Educational Foundation
Administrative Center
Macomb Community Unit District No. 185
323 W. Washington St.
Macomb, Illinois  61455
REQUEST FOR FUNDING

The Disbursement Committee will assure that the guidelines of the Foundation are followed in request approval and disbursement of funds.

Funding Policy

a. Requests for funds must be submitted to the building principal.
b. Requests must indicate that efforts have been made to acquire funding from other sources (PTO, Grants, Business Partnerships, Regular School Budget, etc.).
c. Requests must be presented to the Disbursement Committee in writing.
d. The Board will approve, deny, or return the request to the Committee for further investigation.
e. Requests for funding will be received by October 3, 2008 and again on February 6, 2009.
f. Unexpected needs may be considered as necessary when special circumstances arise.
g. If all criteria is not met, the Board has the right to reject the proposal.

__________________________________________  ________________
Person making request   Building

$__________________
Requested amount

Written request must be attached using the enclosed format. Please attach applicable documentation indicating other sources that have been pursued.

I have read the request and supporting documentation.

_________________________________________________________________
Building principal

Return to the Administrative Center, Macomb Community Unit District No.185, 323 W. Washington St.
Attn: Disbursement Committee, Educational Foundation
Revised: 7/29/2008
Macomb Community Unit District #185
Educational Foundation

GRANT APPLICATION

The District #185 Educational Foundation requests that the following items be addressed and identified by number in all proposals.

1. **Project Description**

   Describe the proposed program, service or activity to be funded. Please include any explanatory literature, drawings, sketches, etc. which might be helpful in understanding the proposal. Identify innovative/creative aspects of the proposal.

2. **Program Goals and Objectives**

   2.1 How does the proposal enrich or enhance educational opportunities for students?

   2.2 How does the proposed program, services or activity differ from current offerings?

   2.3 At what grade level is the proposal aimed?

   2.4 What portion of the student body will benefit from this proposal?

   2.5 What are the expected benefits for students?

   2.6 What is the timeframe in which this proposal is to be completed?

   2.7 How will you give credit to the Foundation? (Videos, pictures, artwork, etc.)

3. **Evaluation**

   3.1 How, and by what means will you evaluate the impact or effectiveness of this project?
4. **Budget**

4.1 List materials, supplies and equipment and their costs.

4.2 List other fees (i.e., consultants, outside experts, travel, etc.)

4.3 Total Budget

5. **Other**

5.1 Have you contacted your PTO for funding? Yes or No
Have other grants been written for funding? Yes or No
   If yes, were the grants funded? Yes or No
   If yes, for how much? ______________
What other organizations have you asked for funding?

5.2 Is the amount requested sufficient to sustain and complete the program or will additional funds be needed?

6. **Attachments** (if any)