



## Request to Pursue Grant or Donation Funds

See BP 3235 and BP 3290 for reference. If requesting funds greater than \$50,000, it must be brought before the School Board.

Date

School Name:

\_\_\_\_\_  
Administrator Signature

Administration recommends approval of the following:

Grant/Project/Donation Name:

Amount Requested:

Funding Agency:

In-Kind Contribution:

Grant Start Date:

Grant End Date:

Receipt of Funds Date:

Grant received in a prior year?      Yes      No

District goals supported by the grant/donation. Check all that apply.

Improve student success, achievement, and performance.

Develop excellent educators and leaders.

Use innovative practices to improve the education system.

Include families and community members in the education of our students.

Promote safe and healthy environments for all.

How do you plan to use the funds? (Include description of all activities, programs, staffing, or other expenditures)

**Grants only:** How do you plan to evaluate the effectiveness of the grant?

Will you be required to share data with the granting agency? If yes, please describe what is required.

Yes No

Is there any advertising or promotional/media requirement by the granting agency? If yes, please describe what is required.

Yes No

What other departments may be affected by this grant/donation?

IT HR/Payroll O & M Other

Grant Budget

Object Code	Description	Budgeted Amount
310	Certificated Salaries	
320	Non-Certificated Salaries	
360	Employee Benefits	
410	Professional & Technical Services	
420	Staff Travel	
425	Student Travel	
430	Utility Services	
440	Other Purchased Services	
450	Supplies/Materials/Media	
490	Other Expenses	
510	Equipment	
	Indirect	
Total Budgeted Amount		

---

**Federal Programs Use Only**

Request to Pursue Funds: Approved Denied More information requested

Date: FP Initial:

Board Approval Needed? Yes No Board Approval Meeting Date:

Final Acceptance Date:

Grants over \$50,000: Final Evaluation Completion Date: Initial:

Award Documents Received by Federal Programs Date: Initial: