

ENRICHMENT GRANT APPLICATION FORM (more than \$750)

For long term projects involving curriculum improvement, student enrichment
or staff development which feature grade level, specialty department or system wide application.

TITLE OF PROJECT: _____

PROJECT DESCRIPTION

- 1.) Describe your project in detail (attach additional sheets as necessary).
- 2.) List your goals and anticipated outcomes.
- 3.) List the school population(s) which will be affected and the number of students served.

PROJECT TIMELINE

- 4.) Start & end dates of project: _____

- 5.) List each activity and the approximate length of time each activity will take:

Activity	Amount of time	Approximate Dates:
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FUNDING REQUEST

- 6.) Please account for the disbursement of funds requested from SERF:
Teacher time - \$25/hour (Attach breakdown) _____
Conference fees _____
Materials or equipment _____
(Attach details. If figure is an estimate, please explain.) _____

Consultants fees - Name: _____
(Provide biographical information on consultants.) _____
Other: _____
TOTAL _____
- 7.) Are you seeking additional funds elsewhere? If so, please submit the total budget, organizations from which you are requesting funds, and date you expect to learn status of your request. Will you complete this project if these additional funds are refused?

GENERAL

- 8.) What background, skills, and/or experience will contribute to the success of the project?
- 9.) Do you plan to share the results of your project with colleagues and the community? If so, how?
- 10.) Do you have the endorsement of your colleagues?
- 11.) How has the appropriate curriculum specialist been involved in developing this grant, if applicable?
- 12.) Are you a previous SERF grant recipient? If so, please list the name and date of the most recent grant received.

PLEASE ATTACH ADDITIONAL SHEETS AS NECESSARY

NOTES:

- 1) Evaluation forms from previously completed grants must be submitted or accompany this new application.
- 2) SERF will file IRS Form 1099 and send a copy to recipients awarded more than \$600 during a calendar year.
- 3) **Grant funds are reserved for one year from date of grant award unless written request for an extension is submitted to grant administrator 30 days prior to expiration date.**