

Armada Education Foundation Grant Request

74500 Burk St., Armada, MI 48005

Applicant(s):		Date:
Grant will purchase:		
Grade/Level:	Number of Students to Benefit Annually:	
Amount Requested:	Estimated Years of Use:	

AEF goals to be met ("X" all that apply):

- ☐ Technology Improvement
- ☐ Teacher Creativity in the Classroom
- ☐ Science and Math Enrichment
- ☐ Enhancement of the Arts

Instructions

1. Your application will be reviewed by individuals who may not be familiar with your program/equipment so be clear and concise when completing the following sections.
2. Application must be typed.
3. Under the **Budget** section, please follow the instructions carefully. Include scanned attachments of internet/catalog pages describing the program/equipment with the cost and the items you are requesting **clearly marked**.
4. If this grant is awarded, AEF will request a brief evaluation before the end of the school year where you will be asked to assess the success of your program/equipment and provide photos (if available) to be used in future AEF publicity.
5. Incomplete or handwritten applications will not be considered.

Applicant(s) Signature(s) _____ Date _____

Administrator's Signature _____ Date _____

Armada Education Foundation Grant Request

Please answer numbers 1 through 4 below.

1. Program/Equipment Description

Summarize the basics of your grant request (what you want, how it will be used, why it is needed)

2. Expectations

Define the skills you expect students to develop or the learning you expect them to achieve as a result of the program or use of the equipment. If applicable, cite the Curriculum standards to be taught.

3. Armada Education Foundation Goals

Explain how the program or equipment relates to the Armada Education Foundation's goals (technology improvement, science and math enrichment, teacher creativity in the classroom, and enhancement of the arts).

4. Budget

Please provide a detailed estimate of costs including documentation.

You may only be awarded a partial grant so it is important that the items you are requesting be numbered according to their priority.

Your **budget chart** should include the following headings: **Priority** (1 = highest), **Quantity** of each item, **Cost** of each item, **Subtotal** for each item, **Discounts** and **Shipping**. **Do not include sales tax**. The **Total Cost** in this section **must match** the **Amount Requested** on page 1.