

# Mini-Grant Application

Project Title:

Submitted By

Applicant:

School:

Home Phone:

Work Phone:

Any request for technology, hardware or software, must have the approval of the Wilkes County Schools Chief Technology Officer, Julie Triplett. Please scan your application to her One Week Prior To Deadline to allow time for review, investigation and recommendation.

Chief Technology Officer Signature:

I have read this proposal application and approve its implementation within this school. To the best of my knowledge, the materials requested are not presently available in the school system.

Principal's Signature:

## Guidelines to Remember:

1. Should a teacher choose to submit one individual application and one joint application (in partnership with another teacher) he or she may be awarded only one grant.
2. Applications will be reviewed anonymously - name of school or person submitting grant or other persons involved with the grant should only be on the first page of application. If the name of the school or person submitting the grant or other persons involved with the grant is included in the mini-grant description, it will be disqualified.
3. Mini-Grant proposals may be submitted for any amount up to \$1,500.
4. Mini-Grants for field trips, food, rewards, and substitute teachers will not be approved.
5. Proposals are due to Carolyn Triplett in the Superintendent's Office on or before the deadline posted on the website.

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Project Title:

Target Population:

Grade Level:

Number of Students Involved:

Cost of Project:

Project Description:

Goals & Objectives (What do you hope to accomplish?):

Schedule of Activities (Include beginning and ending dates of project):

Evaluation (How will you determine whether your objectives have been achieved and whether your project is successful?):

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Detailed Budget Request (List each item separately with approximate cost. For materials – equipment, supplies, etc. – indicate whether it is on state contract):

Item	Cost
<b>Total</b>	

Additional Funds (Please explain if additional funds are available to you and list sources of these funds):