



# Excellence in Education Grant

**DUE BY 4:00 PM, FRIDAY, November 4, 2011**

Please print legibly.

Applicant's Name \_\_\_\_\_

Building Name \_\_\_\_\_ School Phone \_\_\_\_\_ Best time to reach you \_\_\_\_\_

Address (Include City and Zip) \_\_\_\_\_

Evening Phone \_\_\_\_\_ Best time to reach you \_\_\_\_\_

Email Address \_\_\_\_\_

Grade Level/Subject Taught (If this is a building-wide grant, include all participants/grades/subjects) \_\_\_\_\_

Project Title \_\_\_\_\_

Approximate number of students impacted by this project \_\_\_\_\_

Amount Requested \_\_\_\_\_

Total Project Budget \_\_\_\_\_ Amount Requested \_\_\_\_\_ Other Funding Sources \_\_ yes \_\_ no

Source of additional funds \_\_\_\_\_

**Project Summary:** \_\_\_\_\_

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**Statement of Need:** Please state why you think there is a special need for your project and how your students will benefit.

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**Achievement Criteria:** How will you determine whether or not your objectives have been achieved and your project has been successful? Be specific.

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**Budget Request Detail:** Include specific information about kinds of material/equipment needed, including sources and cost. Please let us know of any additional forms of monetary support currently in place for this project. Also, it is the practice of the foundation to provide funding for tangible items and NOT to fund request that are for food/refreshments and transportation. Attach necessary order forms. LEAF will purchase materials if your grant is selected.

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Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

- For further information or assistance contact the LEAF office 755-3177 or [Lansingleaf@gmail.com](mailto:Lansingleaf@gmail.com). Please return the application **on or before 4:00 pm Friday, November 4, 2011** via courier as faxes are often illegible. Send to: LEAF OFFICE – BEEKMAN CENTER, Room 152.
- Applications will be reviewed on a competitive basis and scored using a rubric which addresses: completion of the application and budget, clarity of statement of need, innovation and creativity, number of students involved or impacted, and strength of evaluation.