

# DISTRICT 57 EDUCATION FOUNDATION PROJECT PROPOSAL REQUEST

**Applicant's Name** \_\_\_\_\_ **School** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Relationship to School** \_\_\_\_\_ **Amount Requested** \_\_\_\_\_

**Applicant Contact Information:** **Phone** \_\_\_\_\_ **E-Mail** \_\_\_\_\_

**Project description:**

(What objective does this project address? Goal of project? Is this project tied to specific state standard(s)? If so, which one(s)?)

**Program participants:**

(How many students, classroom teachers, special teachers, administrators will be impacted by this project)

**Equipment/materials requested:**

(List each item, quantity of each item and price, include shipping/delivery costs (if applicable); and installation costs (if applicable). Price sheets, catalogue pages may be attached as back-up, if desired. Please indicate if there will be any additional cost for annual maintenance or renewal)

**Staff development requirements:**

(Please state if there is any staff development time or cost associated with this project.)

**Timeline:**

(Is there a time schedule associated with this request? Are there any critical dates that must be met?)

**Project evaluation:**

(How will project be evaluated? If this is a pilot project, when could you report back to the Foundation on recommendations for further purchases?)

**Applicant's Signature:** \_\_\_\_\_ **Principal's Signature** \_\_\_\_\_

**Notes:**

- Additional pages may be added as necessary.
- Principal's signature is for review purposes and does not indicate approval for funding.
- Funds will be available for one year after the date of approval; unused funds will be made available to future grant requests.

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Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Date Considered: \_\_\_\_\_

Outcome: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_