



Mount Vernon Public Schools
FOUNDATION

Learning Enhancement Grant Application

Applicant(s): _____ **Date:** _____

School: _____ **School Address:** _____

Email Address: _____ **Phone:** _____

Grant Request Amount: \$ _____

Grant Title: _____

1. Give a brief description of the grant request: (what, why and rationale)

Number of students affected by the grant: _____ Grade level(s): _____

Applicant Name: _____ Signature: _____ Date: _____

Principal Name: _____ Signature: _____ Date: _____

Please mail **or** email your completed application to: Mount Vernon Public School Foundation
PO Box 2543, Mount Vernon, WA 98273

Email: president@supportmvschools.org

Applications must be received by the second Monday of each month to be considered at the next regular meeting of the Foundation. All applications must be signed.

For use by the Foundation:		
Application #:	Amount Approved:	Date Approved:

2. How will students be engaged in this project?

3. What innovative or creative components of this project will enhance student learning and the District's 100% graduation goal?

Timeline: List specific steps of the grant implementation and completion, and the expected dates to mark your progress.

Step	Date

Grant Budget: A budget is mandatory for a grant to be eligible for funding. Identify components by quantity and attach separate pages as necessary.

Item	Cost	Funding Source
Total Cost of Project:		

Comments:

Instructions

The Foundation will award amounts up to \$1,000 to benefit students in one or more areas of academic enrichment.

Before an application is submitted, read the Evaluation Form describing the measured outcomes and feedback.

Applications will not be considered for grant proposals previously funded, unless the grant recipient submitted the Evaluation Form.

Applications must be completely filled out and signed by the applicant and the school principal. It is recommended that you seek preliminary principal approval prior to completing the application.

Non-fundable items include:

- Monies spent prior to grant approval
- Salary, release time, or other wage negotiated funding
- Food, beverages, snacks, etc.
- Political or quasi-political campaigns

Things that may help your grant get funded:

- The inclusion of active student involvement -- more than just being an audience
- The ability of the project to become applicable school- or district-wide
- The ability of the project to be funded from multiple sources
- The ability of the project to become self-sustaining
- Accurate completion of the grant proposal, including all supporting documents
- Likelihood of the project to impact a large cross-section of students and create a lasting impact

Things to remember:

- A clearly written budget, including other sources of funding to help carry out the project, is important.
- Applications may be submitted by an educator, administrator, staff or student.
- All applications must be reviewed and signed by the principal, or his or her designee.
- The responsibility of the requestor does not end when the grant is approved and funding is distributed. Date driven follow-up reporting is required.
- All funded grants not completed by the completion date will be forfeited and must be resubmitted for approval. If a funded grant project is not completed by the stated completion date, the grantee must submit a written statement to the Foundation with the reason the project could not be completed on time and a request for an extension.
- The Mount Vernon Public School Foundation has the right to deny funds, partially fund grants, or fund grants with added stipulations.