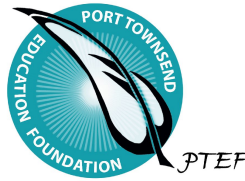


PORT TOWNSEND EDUCATION FOUNDATION



CURRICULUM ENHANCEMENT MICRO-GRANT APPLICATION

Title of project:

Primary focus (i.e. Math, History, etc.):

Number of students engaged in project:

Total amount requested (up to \$750) from Port Townsend Education Foundation (PTEF):

Project Leader identified for purpose of communication:

Name:

School:

Staff Position:

School Direct Phone:

Email:

Home/cell phone:

PTSD Tech Support Endorsement (if applicable):

I have read this proposal and will support its implementation.

Tech Support Name (print):

Tech Support Signature: _____ Date: _____

Principal Endorsement:

I have read this proposal and will support its implementation. It is compatible with Port Townsend School District policies, but cannot be fully funded through our building budget.

Principal's Name (print): _____

Principal's Signature: _____ Date: _____

**Port Townsend Education Foundation
CURRICULUM ENHANCEMENT
GRANT APPLICATION**

PROJECT DESCRIPTION

Please provide the following information on no more than three attached sheets. Please note that although questions in the micro-grant application are similar to the primary grant application, PTEF understands that answers will be more brief in this application.

1. Describe the project, including purpose, learning objectives and intended results.
2. Identify individuals involved and their roles in the project.
3. Briefly explain how your project is connected to Washington State Grade Level Expectations and Performance Expectations.
4. How will the project will enhance the curriculum? Please include the innovative or creative components of the project.
5. Define how will you measure the success of this project.
6. If you are seeking funds for this project from other sources, please provide answers to the following questions:
 - What percentage of the project depends upon PTEF for funding?
 - If your project is not funded by the other sources what portion would you still be able to do with the funding amount you are requesting from PTEF?
 - What are the expected award dates for the other funds you are seeking?

**Port Townsend Education Foundation
CURRICULUM ENHANCEMENT
GRANT APPLICATION**

STATEMENT OF COMMITMENT

If I receive a grant, I will:

1. If requested, deliver brief presentations about the project to public audiences.
2. If requested, provide a visual aide or aides that will become the property of PTEF to be used at future fund raising and/or informational events.
3. Identify Port Townsend Education Foundation as a funding source in all website postings, publications, public statements, etc.
4. Email the completed grant evaluation and expense report to PTEF (grants.ptef@gmail.com -*please note the new email address*) by the last calendar day of June.
5. Provide a hard copy of the evaluation and expense report with copies of receipts in the district office by the end of last calendar day of June.
6. Follow PTSD inventory procedures. All equipment purchased with PTEF funds becomes the property of the PTSD.

Your evaluation and expenditure accounting must be completed before future applications are considered and monies released.

Project Leader Signature: _____

Date: _____