

HANCOCK SCHOOL FOUNDATION

SCHOOL PROGRAM GRANT APPLICATION

Part I. Background Information

Applicant:

Name: _____

Email: _____

Name/Description of Project: _____

Hancock Public School District #768

371 Hancock Ave

Hancock, MN Phone: 320-392-5621 /Fax: 320-392-5156

Project Cost Summary:

TOTAL PROJECT COST:	\$ _____
Amounts requested or committed	\$ _____
Hancock School Foundation	\$ _____
Other local sources	\$ _____
Other sources	\$ _____

PROJECT PERIOD: From: _____ To: _____

NUMBER OF PARTICIPANTS EXPECTED TO BE INVOLVED IN THIS PROJECT: _____

CERTIFICATION: I certify that the information contained in this grant application is true and correct to the best of my knowledge and belief, and that I have the authority to apply for the funds requested.

Teachers Name Title Date

Administrators Name Title Date

Part II. Proposed Budget

While you may use a different form of communicating the proposed budget, it is important that the format include both cash and in-kind costs and sources of funds.

PROPOSED PROJECT NAME: _____

PROPOSED PROJECT PERIOD: From: _____ To: _____

Estimated Costs Associated with Project	Cash from Hancock School Foundation	Cash from Others	In-Kind Support	Total Project
Salaries				
Travel				
Communications (postage, printing, telephone, etc.)				
Supplies				
Equipment				
Contractual Services				
Administrative Expenses				
Other: (specify)				
Other: (specify)				
TOTAL COSTS				
SOURCES OF FUNDS FOR PROJECT	CASH FROM HANCOCK SCHOOL FDN	CASH FROM OTHERS	IN-KIND SUPPORT	TOTAL PROJECT
Hancock School Foundation				
Applicant				
Other Local Sources				
Other Foundations				
Fees				
Other: (specify)				
Other: (specify)				
TOTAL SOURCES OF FUNDS				

Part III. Program Narrative

PROJECT NAME: _____

PROJECT PERIOD: FROM: _____ TO: _____

Number of students expected to be involved in this project: _____

How many classrooms will be involved in this project: _____

Type of Project: (check appropriate are)

- New Curriculum
- New equipment
- Expansion of current programs

Narrative description of the project and how funds will be utilized: _____

What are the expected outcomes and how does it relate to improving the quality of education for our students:

If more space is needed for the above questions, please attach the necessary pages.

Is the school administration aware of this project's proposal? Yes No

Part IV. Attachments

1. If application is from the school or city, a resolution from its governing body authorizing application for funds.
2. Copies of any letters or agreements documenting:
 - Cooperation of other collaborating in the project
 - Commitments of other financial support to the project