

III. Mini-Grant's Objectives: Please state in terms of specific student outcomes:

IV. Staff Involved in Project (include those indirectly involved):

V. Means of Disseminating the Project to Colleagues

VI. Budget

- A. Present a complete breakdown of the total funding requested **(funding cannot be increased after the grant is awarded.)**
- B. Expenses (list applicable types only)
- C. Purchases: Costs for equipment, materials, supplies, printing, training and travel. Remember to include shipping and handling costs. Ensure that requested equipment is not already at your disposal.
- D. Payroll: Reimbursement for staff at the current rate. Please specify number of hours for each staff member, if applicable.
- E. Consulting: Fees paid to any person who is not a Long Hill Township employee. Please specify who is to receive these funds, their qualifications for this project and for what period of time.

Income—Indicate if funds are being allocated (or sought) for this project from other sources, such as PTO donations or other grant programs.

VII. Responsibilities:

The Board of Trustees of FORCE will review submitted proposal and submit in writing an accepted proposal with amount of grant specified. Grantee will use the funds only for the purposes for which the grant was made. Grantee will prepare a final written report and accounting of how grant funds were used and acknowledges FORCE's authority to withhold and/or recover grant funds in case such funds are, or appear to be, misused.

Date Due: _____

Principal's Signature

Date: