



Mishawaka Education Foundation Grant Application

The Mishawaka Education Foundation creates enthusiastic learners and great learning environments. The Education Foundation promotes broad and sustained community investments in Mishawaka's public schools.

Important Directions:

- This form will only be accepted using this on-line application.
- Keep a photocopy of the completed grant application, with signatures.
- Please read the **Grant Application Guidelines** before submitting this grant.
- **Address questions to:** MEF Director Jane Wright at 574-254-7701 or via e-mail to: Foundation@mishawaka.k12.in.us

Mishawaka Education Foundation Grant Application

The information in the attached grant application is true and correct. The applicant(s) will fulfill the grant as it is written, unless granted a change by the Foundation Board of Directors. The applicant(s) will also adhere to the guidelines for grant applicants, as outlined by the Mishawaka Education Foundation Board of Directors. The proposed grant project described in this application is intended to develop educational programs for students in the School City of Mishawaka. **By applying for this grant and putting your name below, you are indicating there is no funding available in your school budget.**

Name of Applicant(s):		Date:	
		Date	
Name of Principal(s):		Date	
		Date	

Submission Information

Please submit ONLY by email to: foundation@mishawaka.k12.in.us by appropriate deadlines to be eligible for a grant. Applications must be received on or before the second Monday in September (for fall Grants) or the second Monday in January (for winter Grants) and the second Monday in April (for spring grants). Each applicant and his/her principal will receive notification of the action taken on the grant. An awards presentation will be held at the Annual Luncheon.



Application Data

The following information is used in evaluation and should be fully completed.
Enter information in blank cells only. Cells will expand for additional space requirements.

Title of project:					
Name of Applicant(s):					
Email address(s):					
School(s):					
Position(s):					
Target Grade(s):					
Project Period:	From:		To:		
Impact:		# of classrooms		# of students	
Date:					Year
Other Staff, Individuals, Partnerships, mentors involved in project:					
This application is a:		New Request		Repeat Request	
Repeat Request:		Year Submitted		Denied/Approved	
		Amount Requested		Amount Approved	
Outside Funding:		School		PTA	
		Technology		Joint Services	
		GT		None	
		Other (Specify):			

BUDGET:	MEF Grant Request	Donated Services/Materials	Funding Obtained from other sources
	*****See Attached sheet for budget detailed items for grant		
TOTAL			

Itemize the proposed budget on attached form. Provide Dollar Amounts - include all shipping fees.



Narrative About Grant

Boxes will expand to accommodate longer narratives.

Give a written description of the project, including project goals. This description should provide enough information to enable the grant evaluator to adequately judge the purpose and merits of the project.

Explain how this project is creative or unique:

Order Form

Quantity	Description	Vendor/Catalog	Page # (if catalog)	Model/Order#	Price (ea.)	Total

* Make sure to include shipping & handling in your grand total (if applicable). If this is not included, it will result in a reduced order. The MEF can not give extra funds above the amount awarded.

Total	
Shipping & Handling*	
Grand Total	