Instructions: Please complete this form and email to Joe La Bel at . Please remember to attach any quotes if necessary. You will receive email confirmation that we have received your request.

*PLEASE NOTE: As this is our first year in operation: BPIE will not begin distributing funds until we have reached a baseline of $10,000.*

DATE SUBMITTED:

NAME(s):

PRIMARY CONTACT (If more than one applicant):

EMAIL: PHONE NUMBER:

SCHOOL: (Circle One) - EMS DBE TP

GRADE LEVEL(S): (Circle as appropriate:) K 1 2 3 4 5 6 7 8

SUBJECT AREA:

AMOUNT OF BPIE FUNDS REQUESTED: $

1. Please briefly summarize what item(s) are to be purchased with the BPIE Funds requested. (25 words or less):
2. Please describe how the item(s) being funded will improve the quality of education for our students.
3. How would you determine that your students learning was enhanced?
4. Does the item requested include collaboration with other schools, departments or grades? Yes, No (Circle one) – If Yes, please provide a short explanation.
5. Technology applicants:
	1. Indicate whether the technology request is to: (Circle One)
		1. Replace existing technology equipment
		2. Supplement existing technology equipment
		3. New technology equipment
6. Please attach a quote for your Program or Technology
	1. One time cost? On going maintenance? On going licensing?
	2. For Technology help, contact Shane
7. Have matching/supplemental funds been secured for this proposal? Yes No (Circle one)

If Yes, please complete Attachment A below.

1. BPIE may make partial grant awards. Please complete Attachment B to assist the BPIE Board in the decision making process.

**ATTACHMENT A**

**PROPOSED SOURCES OF FUNDS / EXPENDITURE OF FUNDS**

Instructions: Complete both tables and submit it with your grant application. All grant requests must be

typed. Other sources of funding might include private grants, PTA, etc.

|  |  |  |
| --- | --- | --- |
| 1. Sources of Funds
 | Status(1) | Amount |
| 1. BPIE Requested Funds
 | A | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
|  |  | $ |
| TOTAL | $ |

1. Status = A: Applied | C: Committed | S: Secured

NOTE: A. Source of Funds must equal B. Expenditure of Funds

|  |  |
| --- | --- |
| 1. Expenditure of Funds (Don’t forget taxes and shipping charges)
 | Amount |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| Total | $ |

**ATTACHMENT B**

**Partial Funding Worksheet**

BPIE may make partial grant awards. Many grants are used to purchase multiple items or units (books or pieces

of equipment). If this grant request has multiple items, please help the BPIE Board in its funding decisions by

splitting the request into two possible funding options.

|  |  |
| --- | --- |
| Full Amount of BPIE Grand Request | $ |
| Number of items associated with the request |  |

**Partial Funding Option A**

|  |  |
| --- | --- |
| Expenditure of Funds | Amount |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| Option A. Total | $ |

**Partial Funding Option B**

|  |  |
| --- | --- |
| Expenditure of Funds | Amount |
|  | $ |
|  | $ |
|  | $ |
|  | $ |
| Option B. Total | $ |

**GRANT APPLICATION CHECKLIST**

1. Respond to items 1 – 7 (You may add one additional page of supplemental information.)
2. Complete Chart A - Proposed Sources of Funds / List of Expenditures
3. Complete Chart B - Partial Funding Worksheet
4. Attach/submit quote along with your grant application