

Manatee Community Foundation
2012 Grant Application Form for the School Board of Manatee County

Please number your responses according to the following format.

1. School Name or Department represented
2. Physical and mailing address, including e-mail address
3. Contact person, title
4. Telephone number
5. Fax number
6. Amount of money requested in this grant application and the total cost of the project
7. Using no more than three (3) sentences, describe how the grant funds will be used
8. Project description (*please follow format and letter each section*):
 - A. Number of students to be served by this grant
 - B. The need met by the proposal
 - C. What other school programs address the same needs and how they do so—a statement of how your approach differs from or augments these services
 - D. How will you measure the success or effectiveness of this program?
(# of classes, participants, benefit to participants after this program, etc.)
 - E. A timetable and/or work plan for the project
 - F. If your project/program will cost more than you are requesting from us, indicate how you will fund the balance. Show any in-kind support, other grants applied for, and/or funds already received on your project budget.
9. A line item budget for the project for which you are applying
10. If applicable, letters of agreement from collaborating organization(s)
11. If applicable, quotations from three separate sources for any equipment and/or materials requested in the grant if over \$500 and outlined in the budget
12. A letter signed by the School Principal and/or Department Chair authorizing the submission of this grant proposal.

Please submit all documentation on 8 ½ by 11-inch paper printed on one side and unbound. **Submit 8 copies of Items 1-12.**

Manatee Community Foundation
3103 Manatee Avenue West
Bradenton, FL 34205

Phone: (941) 747-7765 Fax: (941)747-7899

If you have any questions concerning the grant application,
please feel free to call

Marilyn Howard, Executive Director
Manatee Community Foundation