**Request for Funding**

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Main Contact(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you a: □ teacher □ school staff □ administrator □ student/parent/family □ Other\_\_\_\_\_\_\_\_\_\_

Email address of Main Contact(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_

Dates of Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School or District Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Title:** This is the name we will use to refer to your grant in the future. It should be memorable, descriptive and encapsulate your project into just a few words. (15 words)

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

How many students or teachers will be served by this project? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Which Issaquah Schools Foundation area(s) of focus is addressed by your project? (Select all that apply)** (NOTE: Definitions in Grant Guidance):

* Building Academic Foundations
* Exploring Limitless Opportunities
* Launching Successfully into the Future

**Does this request address STEM (Science, Technology, Engineering or Math)?**

* Yes
* No

**Summary:** Please provide a 1-2 sentence summary of your request (100 words max)

**Project Details-**

**REMINDER:PLEASE DO NOT INCLUDE YOUR SCHOOL NAME IN THIS SECTION. Our judges review grants 'blind' to avoid unconscious bias toward any schools.**

1. **What do you want to do?** Describe the project or activity (why the project is needed, who is targeted, what are the goals). (A minimum of 1-4 sentences or bullet points) (400 words max)
2. **Why did you choose this approach?** (A minimum of 1-2 sentences or bullet points) (400 words max)
3. **How will you know it ‘worked’?** What impact will the grant have on students and/or teachers? Please provide complete, understandable and measurable outcomes (i.e. the number of participants, results from pre/post tests, satisfaction surveys, and/or quotes and stories from participants) (A minimum of 1-2 sentences or bullet points) (400 words max)
4. **A key** **priority of the Foundation is to support the needs of the whole child. How does your program/activity support the needs of the whole child?** (A minimum of 1-2 sentences or bullet points) (NOTE: Definition in Grant Guidance): (400 words max)
5. **How will people know that the Foundation supported this project?** (i.e. Issaquah Schools Foundation logo on project flyers, in emails/e-news, on websites, or with stickers on equipment purchased) (A minimum of 1-2 sentences or bullet points) (400 words max)
6. **Is there anything else that you would like for us to know about your project?** (500 words max)

**BUDGET INFORMATION**

1. What is the total budget for project- including sales tax and costs beyond the scope of this grant: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. What is the amount requested from the Issaquah Schools Foundation: $ \_\_\_\_\_\_\_\_\_\_\_\_\_
3. Has this project/activity been previously funded by the Issaquah Schools Foundation? Yes ☐ No ☐ Unsure ☐

If so, how many years was the project funded?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. We favor requests that show a variety of funding sources, such as PTSA, school building funds, services groups, etc. Have you requested funding from other agencies/organizations at this time? Yes ☐ No ☐

If yes, please list in the following format:

Funding Source/Amount Requested/Outcome of Request

for example:

PTSA/$500/Waiting to hear

Building Funds/$1500/Received

1. If the Issaquah Schools Foundation cannot fully fund your request, how will this affect the project/activity?

**Please complete the BUDGET TEMPLATE and the SIGNATURE SHEET to complete your grant.**