



2017-2018

Phoenix Foundation Grant Program Application

The Phoenix Foundation Grant Program is intact for the 2017/2018 school year. All BPS Music Teachers, Theatre Teachers and Theater Managers are eligible to apply. The maximum award for a single proposal will be \$25,000.

This Proposal Information Sheet will be numbered along with the actual grant. Please type and return this form together with the completed grant proposal package to The Phoenix Foundation of Central Florida, P. O. Box 541868, Merritt Island, FL 32954.

DEADLINE: All application packets must be postmarked by 2/28/18.

Section I: Proposal Overview

1. Project Title:
2. Name of Applicant(s):
3. Email address and phone of grant point of contact (1):
4. Years at School:
5. School Name:
6. School % Free & Reduced Lunch:
7. Subject Matter/Academic Discipline(s):
8. Total funds requested:
9. Will you be utilizing funds from an alternate source?
10. If yes, how much and from where?
11. Abstract: (In one page or less state the proposal and the rationale for the request. Please attach page to Grant Proposal Application)



Section II: Project Description

Section addresses the following criteria:

- Specifically state what is requested to address the need described in the proposal.

- Explain how the requested items and/or services will be used.

- State the expected tangible product or outcome.



Section III: Project Budget

Total funds requested:

Itemize expenses below: (Budget clearly outlines and describes equipment and materials to be purchased and that expense directly relate to objectives) The following criteria must be addressed:

- Budget clearly outlines and labels items to be purchased.
- Items requested are within the allowable expenditures of the grant and align with project need.
- A brief description of items identified in the budget has been provided.

You may attach any estimates you have received or other pertinent information pertaining to your project to your application.

Quantity	Item	Description and connection to project proposal	Amount
Total Request			



2007-2018 Phoenix Foundation Grant Program

TEACHER COMMITMENT

I certify the information in this proposal is original, accurate, and complete to the best of my knowledge. Acceptance of any grant money signifies my willingness to:

- 1) **Implement the project as submitted and approved.**
- 2) **File a project report by June 30, 2018.** This report may be emailed to Carla@phoenixfoundationcf.org (*Note: Any awardee with a report not received by 5:00 p.m. on this date will be disqualified from future grant participation!*)
- 3) Consent to appropriate usage of pictures and video of the project or promotion of the grant program by The Phoenix Foundation.

Teacher's Signature

Principal's Signature

Date

Date



2017-2018 Phoenix Foundation Grant Program

CHECKLIST

DO NOT SUBMIT YOUR GRANT UNLESS ALL OF THE FOLLOWING HAVE BEEN COMPLETED:

- I have fully completed Page 1 of the Proposal Information Sheet and included a clear statement of the need or problem with a proposed solution in the form of a 1 page or less abstract
- I have fully completed all sections (Project Description and Budget) of the proposal packet
- I have had my principal sign and date the Teacher Commitment Form.
- I have signed and dated the Teacher Commitment Form.
- I have made a note in my daily planner that my Final Report Form is due in the Phoenix Foundation office by June 30, 2018.