

Boulder High School: PAC Grant Program

PAC Grant Application: 2014/2015 School Year

This grant request form is for new educational tools and technology for the classroom and academic clubs. Please read the form, timeline and process thoroughly, all included below. Turn in this request form to Laurie Goodman no later than Wednesday, January 21, 2015, at 3PM, to be considered for a grant.

Name & Date _____ Department _____

Email address, & Cell phone _____

Title of request _____

How many students/ which group benefit(s)? _____

Which grades? _____

Request description _____

Why is this needed _____

How will it be used _____

Is maintenance and/or training needed? Describe needs. Are costs included in the grant request, or how will they be funded? _____

Other: _____

Dollar Amount requested \$ _____

Would you consider partial funding? _____

Signature of applicant _____

Timeline

- 1. Turn in this request form to Laurie Goodman by Wednesday, January 21, 2015, at 3PM**
- 2. Grant Committee meets on or about January 26, 2015**
- 3. Grant Recipients will be notified by Feb 2, 2015**
- 4. Receipts for reimbursement due Friday, May 22, 2015**

Process

- Please turn in all applications to the Laurie Goodman by Wednesday, January 21, 2015 at 3PM.
- Note: *NO* substitutions of items are permitted after the grant award process has been completed. What you apply for is what must be purchased.
- General guidelines for requested items are that they must benefit the students as a whole.
- Applicants will be reimbursed *only* for items requested and approved by the Grant Committee. No other items will be reimbursed. In all cases, original receipts must be submitted to BHS PAC Grant Chair via Ricki Hetherington, Treasurer, to receive reimbursement.
- If the amount spent is less than the allocated amount, the remaining money stays in the PAC Grant Program budget for future use at the discretion of PAC.
- The monies awarded have to be used during the current school year. Receipts will be reimbursed if turned in by May 22, 2015. Funds not used by this date will return to the PAC Grant Program budget unless prior arrangements have been made or for long-term item that is prearranged with the Grant Committee.
- All items purchased with BHS PAC Grant funds are the property of Boulder High School. In the event of transfer, resignation, or retirement of a teacher, items received through grants remain with the school.

Please contact Carolyn Colman, chairs@bhspac.org if you have questions about the new system. Thank you!