



FOR LSF USE ONLY

Grant #:

Liason:

Grant Application

Please complete the application form and return it to the approval committee. If you have any questions, please contact the project manager.

Project Title

Primary Applicant

Name:

Role (teacher, administrator, etc.):

School(s) involved:

E-mail:

Daytime phone:

Collaborator(s):

PDF Application Error

If you are viewing this message, you have opened this document in a PDF-reader which is not Javascript enabled, such as a Mac's Preview application.

Unfortunately these applications do not save form data properly and will prevent you from submitting your Grant proposal electronically.

For best results, we suggest you open this file in Adobe's free Acrobat Reader application. If not already installed on your computer, it can be downloaded here:

<http://get.adobe.com/reader/>

Please contact your technology specialist if you need any assistance. Thanks!

will forward the application to the approval committee by 5:00 PM, 2/15/2012. If you have any questions, please contact the project manager.

Project Overview

• *Area(s) of LSF mission targeted by this proposal. Please check all relevant areas:*

- new curriculum initiative
- professional development
- school-community collaboration

• *Total funds requested:* \$ _____

• *Which schools will benefit:*

- Lincoln Preschool
- Lincoln School, Grades K-4
- Lincoln School, Grades 5-8
- Hanscom Primary School
- Hanscom Middle School

- *Which grades and how many students will benefit?*

- *If this is a school-community collaboration, please indicate any other groups or organizations that will be involved:*

Project Description: *Please provide a brief description of your proposed project.*

Need: *Define the need for this project.*

Evaluation: *How will the success of this project be evaluated?*

Timetable: *Please indicate starting and completion dates, major activities or events, and when the final report will be submitted.*

Budget: *Provide a complete and detailed budget for the funds being requested from the Foundation.*

- Supplies/Equipment
- Speaker or other contracted services
- Registration, travel, lodging, food
- Substitute fees
- Stipend (hourly rate paid by Lincoln School Foundation is \$30.00)

Indicate if the project could still proceed with partial funding from the Lincoln School Foundation. If so, explain any changes in the scope of the project and the objectives to be met.

Conditions: A Lincoln School Foundation trustee will contact you to discuss your proposal. The Lincoln School Foundation expects that all grant recipients will:

1. Provide receipts and appropriate documentation for the Budget Report.
2. Complete the Grant Follow-up report found in the Grant Award Packet regarding how the grant money was used, the success of the project, and the benefit to those involved.

If funded, I/we agree to carry out the goals of this project in accordance with the description and budget contained in this application or in accordance with any adjustment, which is subsequently approved by the Foundation. In the event that I/we do not carry out this project for whatever reason, I/we agree to account for and return all unused funds to the Foundation.

I/we understand and agree that all equipment purchased through an LSF grant is property of the Lincoln School District and will remain with the Lincoln School District in the event of an Applicant's/Collaborator's departure from the school unless otherwise agreed in writing by the Applicant and/or Collaborators and the Lincoln School Foundation.

Primary Applicant's signature:

Collaborators' signatures:

Principal's signature:

Questions?

Please feel free to contact the following LSF Grants Committee members. We are happy to answer any questions regarding the application form or process.

Ruth Montero	781-259-7153	ruthmontero@verizon.net
Allan Royal	781-259-4160	5royals@gmail.com
Rachel Munn	781-259-0049	rachelmunn@earthlink.net
Jill Guzzi	781-259-0924	jilldguzzi@gmail.com
Karen Prince	781-257-5009	karenaprince@gmail.com
Leslie Hunter	781-259-1099	lesliemhunter@gmail.com

Additional Information: *Feel free to use this space for overflow or to provide any additional information.*