

Northfield School Board Grant Application Approval Form

Any proposal submitted to an external funding source that involves any entity within the Northfield Public Schools must be approved by the Director of Finance before the proposal is submitted. Proposals requesting \$15,000 or more also require School Board approval. This form will accompany all requests to the School Board and will be filed along with a copy of the completed grant proposal. All proposals must:

- Support the District's vision and strategic commitments.
- Be financially feasible and supported by all affected District departments or buildings.
- Demonstrate collaboration and commitment from the District, if required.

Grant Proposal Information	
Project Title	
Project Period	From: _____ To: _____
Funding Source	
Application Deadline	
List all Grant Applicants	
School/Department	
Contact Person	
Project Information	
Brief Proposal Description	
Project Goal (in one Sentence)	
List All Personnel Involved in Application	
Budget Information	
Amount Requested	
Matching Funds	___ Are Required ___ Not Required
Source of Matching Funds	

Required Documents Attached: **Completed Application** **Rough Draft** **Summary of Application**

Project Initiator Signature

Building Principal or District Administrator Signature

School Board Approval: **Yes** **No**

Date _____