

For Grant Committee Use Only

Committee Member: _____

Grant Number: _____

PTA GRANT APPLICATION FOR FACULTY

Date submitted: _____

Total amount of Grant Request: \$ _____

1. Faculty Information

Faculty name _____

Faculty phone _____

Faculty department _____

Faculty email _____

2. Faculty Project

Briefly tell us the purpose/nature of your project/activity, and what you propose to fund with your grant:

3. Funding

List the source and amount of any other funding you received or expect to receive for this project/activity.

Source	Description	Amount
TOTAL	<i>Sum of all other funding.</i>	

4. Principal's Fund

Do you receive a budget from the Principal's Fund for similar or related items? If so, please explain unique aspects of this request.

5. Improvements

If this request is part of a larger, longer-term project for curricular or departmental improvement, please indicate the scope and elements of that program with associated costs.

6. Budget

On the following page, include a cost breakdown of your proposal. Please give as much detail as you have. ****Please separate out the cost of supplies and stipend for the job. If a stipend is requested kindly add an additional 8% of the stipend for income tax adjustment or your grant will be less that amount.****

Is there anything else the committee should know to evaluate this application? Use the following page to elaborate on or clarify anything from above.

