



Okemos Education Foundation

Mini-Grant Application Form

Section 1 – Applicant Information

(Please Print Clearly or Type)

GRANT DESCRIPTION (short, one-line title)	
REQUESTED DOLLAR AMOUNT	
NAME OF APPLICANT	
NAME OF CO-APPLICANT (if applicable)	
DATE OF SUBMISSION	
POSITION and SCHOOL of APPLICANT(s)	
DAYTIME PHONE NUMBER	
EMAIL ADDRESS	

By submitting this grant application, I understand that any funds not expended for the items listed in the award will revert to the OEF.

I further understand that I must provide the OEF with documentation that demonstrates how the funds were employed. Such documentation might include a written summary of the project and the impact on the students, photographs of the students participating in the project, examples of the students' work, etc.

Any publicity about or promotion of the project must include a notation that the project was supported in whole or in part by the OEF.



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Section 2 – Project Information

In order to be considered for an OEF grant, you must provide detailed responses to the following questions.

1. What is the general nature of the activity/project for which you are requesting funding from the OEF?
2. How will this activity/project enhance the education of students?
3. When do you anticipate implementing this project?
4. Approximately how many students will be involved with the activity/project? If funding will support the activity for multiple years, please approximate the number of years and number of students per year.
5. Will students in other classes or schools benefit from this activity/project? If YES, please explain how.
6. Does the activity/project impact multiple instructional areas, such as English and Mathematics, or Science and Social Studies? If YES, please provide details regarding the interrelationship.
7. How will this activity/project be evaluated?
8. What information will be submitted to the OEF upon completion of the activity/project?
9. How will OEF's contribution be recognized publicly?
10. Will funds from other sources be necessary in order to implement this activity/project? If YES, how will these funds be obtained?

Recognizing that an exact budget may be difficult to project, please provide the OEF with as much detail as possible regarding the funds requested and how the money will be spent. Include suppliers' names where applicable.

Should you have any questions regarding the application process, please email the Grant Committee Chair at grants@oefsite.org