**IPEI Connecting Classrooms Grants Formal Proposal**Submit proposals electronically to ConnectingClassroomsGrants@ipei.org

Project Title:Lead ICSD Applicant:

Email:  
  
 Address:  
  
 Phone:  
  
List of Collaborators and their Roles:  
  
Schools Served:

Overall project budget:

IPEI amount requested:

Date funding needed:  
Estimated number of students served:  
One sentence description of request:  
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**Project Narrative:** (2-3 pages)

Describe the project.

Describe the project partner(s) and partner roles.  
 Describe project goals.

How do these project goals link to school and district goals?

Provide a timeline for the implementation of the project.

What does success look like and how will it be measured?  
 What the plan for sustainability of this project?

Use the form attached to detail your project budget.

**IPEI Connecting Classrooms Grants Formal Proposal Budget**Please provide an itemized list of all materials, supplies, planning time stipends\*, equipment, in-kind, student transportation costs, etc. necessary to complete the project using the form below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item** | **Line Item Explanation** | **Anticipated Supplier** | **Estimated Cost** | **Amount Requested from IPEI** | **Amount Provided by Other Sources (include in-kind)** |
|  |  |  |  |  |  |

\**Stipends for planning time may not exceed $35 per hour, and the total paid to any one planning participant may not exceed $575.*

**Terms and Conditions of Grant**:

* Grant funds must be used only for the purpose stated in the approved proposal.
* Funds not expended by the completion of the project are to be returned to IPEI.
* IPEI reserves the right to publicize the grant.
* **The grant final report must be submitted to IPEI within 30 days of the completion of the project. Projects that are multi-year in scope require interim reports by August 1 for the previous school year**
* In submitting this grant application, I confirm that this application has the approval of all involved parties including the building principal(s) for all ICSD students and teachers involved.

Please complete all required information and submit electronically as an email attachment to: ConnectingClassroomsGrants@ipei.org