

# SAND SPRINGS EDUCATION FOUNDATION, INC.

Helping to Build a Brighter Future in Education

## Grant Application Form

Date: \_\_\_\_\_

Applicant(s) Name(s): \_\_\_\_\_

Project Team Leader/Project Team: \_\_\_\_\_  
(if applicable)

Position(s): \_\_\_\_\_

Applicant(s) School Building(s): \_\_\_\_\_

School Phone(s): \_\_\_\_\_ Cell Phone(s): \_\_\_\_\_

Email Address (es): \_\_\_\_\_

Title of Project/Request: \_\_\_\_\_

Grant Expenditure Request (include all shipping and incidental charges): \_\_\_\_\_

Type of Program I am applying for: (Please check one)

\_\_\_\_\_ Grants – To – Teachers Program

No. of Students Impacted \_\_\_\_\_

\_\_\_\_\_ School Site Grant

One paragraph summary description of your project/request:

By submitting this form, I agree that the information provided is accurate and that I or the Project Team agree to the guidelines and restrictions associated with the Sand Springs Education Foundation grant application.

Submit online at [www.sandspringseducationfoundation.com](http://www.sandspringseducationfoundation.com).

1. Why do you think there is a need for this grant?
2. What is your role in facilitating this grant?
3. Describe your project/request. (Include materials and equipment you will need and methods you will use.)
4. Based on the number of students to be impacted, explain how the number will be affected by this grant.
5. How will you determine your objectives have been achieved?

6. Detail your Grant Expenditure Request. Include specific information, such as kinds of materials and equipment needed, sources of supply, shipping costs, and incidental charges.  
PLEASE CHECK YOUR PRICES AND MAKE SURE ALL ESSENTIAL ITEMS AND THE QUANTITY OF ITEMS ARE INCLUDED. PLEASE REFER TO SSEF GUIDELINES AND RESTRICTIONS.

Example of Grant Expenditure Request:

Quantity	Supplier	Item Description	Cost per Item	Extended Cost	Shipping Cost	Incidental Charge	Total Grant Expenditure
6	ABC Supply Co.	“Learning to Read” Books	\$10.00	\$60.00	\$5.00	\$5.00	\$70.00