

**Otsego Education Foundation
P.O. Box 572
Gaylord, MI 49734**

APPLICATION FOR MINI-GRANT FUNDS

Applicant _____ **Date** _____

Position _____

School _____

Project Title _____

Targeted academic area _____

Targeted grade level _____

Number of students involved _____

Number of staff and / or volunteers involved _____

Total amount of funds requested _____

Recommendation by building principal:

Signature _____

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Applicant _____

Project Title _____

- 1. Project Description:** Describe the proposed project and state the purpose of the project. Include how this project will impact students, staff and the instructional program.
- 2. Project Goals:** Describe the skills you expect your students to develop and / or the knowledge you expect them to acquire as a result of this project.
- 3. Project Costs:** Explain and itemize the estimated cost of implementing your project. Please make note of any other funding resources for which you have or intend to apply.
- 4. Project Creativity:** Describe the innovative and/or creative aspects of this project.