



*Students First*  
*In High Point*

**Project Grant Request Form**

**Name of School**

**Address**

**Principal**

**Phone number (prefer cell #)**

**Email**

**Date of Request**

**Amount of Request from *Students First*** (should reflect final dollars needed)

1. State the objectives of the project and how funding will be used to benefit students.
2. Please provide a listing of the **total costs** involved for this request (costs before subtracting any funding received)
3. Describe sources and the amount of money which have been sought if applicable. Include those that you have already received monies from and the status of those that you are waiting to hear from (ex: PTA, Enrichment Fund, etc.). Show these amounts subtracted from total costs (#2).
4. Describe the population (grade level) that will benefit from the project and number of students who will be served (total percentage). Explain how you plan to involve all identified students in the project.
5. If applicable, was funding for this request included in your Title One Plan?

6. If applicable, how have parents been involved to help raise funds or provide support?

7. If funding is approved, how will you evaluate and measure the results/success of the project? A project grant evaluation form will be enclosed with the approval of grant monies\*\*\*

**\*\*\*If funding is approved a final report will be due one month after the project is completed or initiated.**

Signature of Principal (applicable if returned by mail or fax): \_\_\_\_\_

**Please complete and return to the High Point Community Foundation:**

**att: Karol Murks**

**Fax: (336) 882-3293 | PO Box 5166 | High Point, NC 27262**

**Email: [karol@hpcommunityfoundation.org](mailto:karol@hpcommunityfoundation.org)**