



**Stamford Public Schools**  
EXCELLENCE IS THE POINT.

**STAMFORD PUBLIC SCHOOLS**  
**Grants and Funded Office**

**Grants Funded Pre-Approval Form**  
**For**  
**Conference Attendance**

Attach this form to the original "Authorization to Attend Conference and/or Make Out-of-Town Trip" form. Include a brochure or letter announcing details of the conference.

1. School: \_\_\_\_\_ Requested by: \_\_\_\_\_
2. Name and location of Conference: \_\_\_\_\_
3. Estimated cost: \_\_\_\_\_
4. Reason/Rationale: \_\_\_\_\_  
\_\_\_\_\_
5. Relationship to District Goals and student achievement, needs of student population:  
\_\_\_\_\_
6. How will you share what you will learn at your conference:  
\_\_\_\_\_  
\_\_\_\_\_
7. Describe how you will apply this new learning in your own work (classroom, school program, etc.)  
\_\_\_\_\_  
\_\_\_\_\_
8. Funding Source: \_\_\_\_\_  
(Grant funding source)

\_\_\_\_\_  
Principal/Administrator

\_\_\_\_\_  
Date

**Approved**

**Not Approved**

\_\_\_\_\_  
Director of Grants and Funded Programs

\_\_\_\_\_  
Date

\_\_\_\_\_  
Assistant Superintendent

\_\_\_\_\_  
Date