
New Hartford Education Fund

Mission

The New Hartford Education Fund seeks to promote excellence in the New Hartford Public Schools through the effective use of donations and grants. A further goal is to increase community support for and understanding of the educational mission of the New Hartford Public Schools.

Mailbox at Ann Antolini ~ New Hartford, CT 06057

www.newhtfd.org

Contact: Kate Tripp, ~ katetripp8@gmail.com; 860-922-5543 Chair NHEF

Grant Application Form

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Grant Applicant(s): _____

School: _____ Position: _____

Address: _____

Contact Information: Day _____ Evening _____

Grant Project Title: _____

Category (circle all that apply to grant)

Literacy	Sports/Physical Ed.
Arts	Science
Mathematics	Social Studies
Technology	After-School
World Language	Other

Type of Grant: Mini Grant _____ Excellence Grant: _____
(see grant procedures link on web site)

Project Schedule: Start Date: _____ Completion Date: _____

Total Project Cost (circle: estimated or actual): \$ _____

Amount Requested from NHEF: \$ _____

All information in and submitted with this application are true and accurate to the best of my knowledge. This grant application to the New Hartford Education Fund (NHEF) is made with the understanding that if this project has been or becomes funded by another organization or grant, funds distributed by the NHEF will be returned to the NHEF. If the grant is not used, all funds will be returned to the NHEF. Further, if there are project changes after a grant is awarded, I shall immediately notify the NHEF.

Required Signatures:

Grant Applicant(s): _____ Date _____

_____ Date _____

Site Administrator _____ Date _____

Summary

Please include the pertinent information detailing the grant project in the following areas. (You may attach type written details to the 5 areas but please use the below format):

(1) Project Description:

(2) Identification of project goal:

(3) How do you plan to assess the success of your goal:

(4) Action Plan for Project (calendar, steps):

(5) Explanation of Requested Funds:

Item Description	Quantity	Cost	Company Source

Additional information / attachments (optional):

(6) List any other sources approached for funding and status of request: (Please contact Kate Tripp with status changes / updates.)

(7) Sustainability of the Project / Plans for Future of Project:

Please submit completed applications and all documentation to your building principal for signature.