



LONG BEACH
UNIFIED • SCHOOL • DISTRICT

Intent to Submit a Grant or Funding Request

Site/Office:

Contact:

Phone/Ext:

Email:

Request for Proposal (RFP) Name:

Name of Funding Agency:

Website/Reference:

Deadline for Submission:

Total Amount Requested in Proposal: \$

Has this grant been approved in the past by LBUSD?

☐

Yes

☐

No

☐

Not Sure

Official Name of Proposal:

Summary/highlights of proposal:

Goal and major outcomes/objectives of proposal:

Budget Highlights:

Is there a local match?	☐ Yes	☐ No	If Yes, what match?
Personnel funded?	☐ Yes	☐ No	If Yes, position/salary?

Other budget highlights/assumptions:

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How is the proposal **aligned** to the District's Strategic Plan, including mission, vision and shared beliefs, and the LCAP, as well as the site goals?

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Criteria and Methods of **Evaluation**:

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Who will be responsible for the evaluation?

Who will manage this project/program?

Signature of site administrator:

Do not submit any funding requests until it has been reviewed and approved by the State & Federal Programs Office.***Submit the following documentation to the State & Federal Programs Office – sfp@lbschools.net***

☐	This completed form and Fact Sheet
☐	Final Grant Narrative (if not included in the application)
☐	Final Budget and Budget Narrative