



# NESHAMINY EDUCATION FOUNDATION

## 2023-2024 GRANT APPLICATION



**For Information Please Contact:**

**Chris Stanley**  
**[cstanley@neshaminy.org](mailto:cstanley@neshaminy.org)**

# *Neshaminy Education Foundation*

## 2023-2024 GRANT APPLICATION



### **GRANT PROCESS CALENDAR:**

<i>Thursday, October 19, 2023</i>	Distribution of applications
<i>Friday, December 1, 2023</i>	Deadline for application submission
<i>Wednesday, December 13, 2023</i>	Grant recipients announced
<i>Friday, May 3, 2024</i>	Project evaluation report due

**Completed applications should be sent to:**

**Chris Stanley**  
**cstanley@neshaminy.org**  
**Superintendent's Office**  
**Maple Point Administration Office**

### **Grant purpose and guidelines**

1. The purpose of this grant is to foster innovative programs, activities and ideas in Neshaminy schools. Requests for materials and programs that meet this goal will be given first priority.
2. Technology grants (hardware and software) are subject to the approval of the IT department to insure purchases can be supported by our systems and staff.
3. Items, supplies and materials that are typically obtained through regular District funding will not be supported by a grant.
4. Field trips are not supported by this grant.

*Neshaminy Education Foundation*

2001 Old Lincoln Highway  
Langhorne, PA 19047

**2023-2024 FUNDING APPLICATION**

Name of Project: \_\_\_\_\_

Amount of money requested (**\$750 maximum for individual grant, \$2000 maximum for team/group grant, \$3000 maximum for school wide grant**) \$ \_\_\_\_\_ Date: \_\_\_\_\_

Applicant: \_\_\_\_\_

School: \_\_\_\_\_ Grade Level: \_\_\_\_\_

Subject Area: \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Team Member (if applicable): \_\_\_\_\_

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*Please type or neatly print*

1. Briefly describe the purpose and intended time frame for which these funds are being requested.
2. What is the relationship of this endeavor to the prescribed curriculum?
3. What academic, attitudinal, and/or cultural objectives are expected as a result of this educational opportunity?
4. List the activities to meet those objectives?

5. Explain how the project will be evaluated.
  
6. For what grade level(s) is this project being requested, and how many students will be impacted?
  
7. Give an exact cost analysis of this request in the form of a one-page budget. (attached)
  
8. List all other organizations, groups, and/or persons being asked to help fund this project. If one or more alternate sources is not awarded, what impact will that have on this project?

**If this request is granted, the recipient is responsible for submitting to the Neshaminy Education Foundation by Friday, May 3 2024, an evaluation of the project and a report on the disbursement of the funds granted. Information from project reports may be used for public information.**

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**Signature of Applicant**

**Date**

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**Signature of Building Principal**

**Date**

***LATE APPLICATIONS WILL NOT BE ACCEPTED!***

# *Neshaminy Education Foundation*

## 2023-2024 Neshaminy Education Foundation Grant Budget

Title of Project \_\_\_\_\_

*All Funds must be expended by March 31, 2024*

### INSTRUCTIONAL MATERIAL/SUPPLIES

Description of materials and/or supplies that you will need for your NEF-Grant Project.	Timeline	Estimated Cost
<b>Subtotal Materials</b>		

### SERVICES

Include in this category information regarding any services that you will use in conjunction with your NEF Grant. This would include photo finishing, duplicating costs, etc.	Timeline	Estimated Cost
<b>Subtotal Services</b>		

### Personnel

Include in this category substitutes, consultants, etc.	Timeline	Estimated Cost
<b>Subtotal Personnel</b>		

**Total Requested** \_\_\_\_\_

**NESHAMINY SCHOOL DISTRICT  
OFFICE OF THE SUPERINTENDENT**

**FISCAL GUIDELINES FOR  
NESHAMINY EDUCATION FOUNDATION GRANT PROGRAMS**

- Pricing and purchasing your supplies through the warehouse inventory catalog is the fastest and most cost-effective way of acquiring the necessary supplies in the shortest time. Prices obtained through outside vendors (such as Amazon) cannot be guaranteed and may affect the fulfillment of your grant.
- You may purchase approved supplies on your own and request reimbursement. This can be done by completing a travel expense reimbursement form (original receipt is required for payment and the district can not reimburse any sales tax paid).
- All grant-related Purchase Requisitions and Expense Reimbursements go through the normal District purchasing procedures. Instructions will be sent to all winning grant recipients. Questions can be directed to Chris Stanley, [cstanley@neshaminy.org](mailto:cstanley@neshaminy.org). **Remember, your building principal must sign off on all requests prior to submission.**
- **All orders must be submitted prior to March 31, 2024.**