

North Haledon Education Foundation Grant Application

Instructions:

1. Complete this Grant Application Form and the Applicant's Name and School portion on the Return Receipt below.
2. Attach additional pages to describe the purpose of the request and the educational program. Please be as thorough as possible so that the Grant Committee has a clear understanding of the proposal. In addition, please include a budget page.
3. Attach any additional product literature, brochures, catalogs, articles or other information you may have in support of your request.
4. Obtain the endorsement of your building administrator and the School District Superintendent, Ms. Donna Cardiello.
5. Provide two copies of this application and the attachments to Mrs. Arlene Pezzuti at Memorial School.
6. Following review of all applications received by Ms. Cardiello and the NHEF's Grant Committee, the NHEF will provide the applicant with a written notice of the request status. If required, an interview or presentation may be requested to obtain additional information to evaluate the request.
7. **Funds for approved grants need to be utilized within a 120 day period, after which the approval will be nullified.**
8. **Applications for amounts in excess of \$1,000 will require a presentation to the trustees to describe the request.**

Description of Grant Request

Name of Applicant: _____ Amount of Grant: \$ _____
Class/School: _____

Grant Request for: _____

Description of Proposal:
(Continue on separate sheet if necessary.)

Purpose/Educational Program:
(Continue on separate sheet if necessary.)

Proposed Implementation Schedule if Grant is Approved. (Please provide information on when the funds would be required and why.)

I have had the opportunity to review the attached grant request being submitted to the North Haledon Education Foundation.

Ms. Donna Cardiello, Superintendent

Grant Application Status

At the _____ meeting of the North Haledon Education Foundation, a decision was made to _____
_____ the above grant request.

Comments: _____

Return Receipt

The Return of this receipt acknowledges the receipt of this application by the North Haledon Education Foundation.

Applicant's Name: _____ Received by: _____