# E3 Innovation Grant Application

**Due Thursday, Sept. 26, 2024**

**by 4:00 p.m. to the ESD Superintendent's Office**

This grant is being requested by: ___Individual ___Grade Level/Team ___Schoolwide

Applicant: _____Date: _____

If not an individual request, please indicate ONE person as contact and who will do the purchasing: _____

Title of Project: _____School(s): _____

Duration of Project: _____ Approx. Beginning Date: _____ Approx. Completion Date: _____ # of Students Serviced _____ Grade Level(s) of Students Serviced_____

Amount Requested: _____ **Principal's Signature:** _____

**Attach page 2**, no more than one page in length. Describe your project/program. What district/site goals and educational need does this proposal address? How does it directly affect student learning and impact student success? How is it innovative? How can it be replicated in the future for other classrooms, programs or grades?

**Attach page 3**, no more than one page in length. Describe how the amount requested was determined. Attach quote, order form, vendor info, or other pertinent information. Be sure include to tax and shipping.

If your project is selected, but partially funded, how will the balance be funded? PTA? Site funds? Other?
Please describe:_____

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_____(initial) I/we acknowledge that if funded, **funds will not be available until Nov. 15th**. Purchases made prior to funds being available *will NOT be reimbursed by E3*. Purchases must be done by District Purchase Order only and *may only be made by the contact applicant listed above* with items *being delivered to the school site, not to place of residence*. I acknowledge that the due date for spending funds is January 15th.

_____(initial) I/we acknowledge that quotes/costs may change during this process, and it is the responsibility of the applicant to pursue additional funding from their site administrator should costs increase or should the grant be partially funded. Grant money cannot be used for personal benefit, therefore, should costs come in under budget, the excess funds will be returned to E3 Foundation.

_____ (initial) I/we acknowledge that materials purchased with the grant monies are the property of ESD and shall be labeled and inventoried as such according to site procedures. Transferring grant purchased materials to another site will require Site Administrator approval.

_____(initial) I/we agree to attend the October 24, 2024 ESD Board of Trustees Meeting to receive recognition as an awardee, and to update the E3 Board midyear regarding implementation progress.

_____ (initial) I/we agree that the E3 Foundation may photograph my project and publicize my project via internet. I will verify Parent permission for student photo on website via ESD Media Release form.

_____ (initial) I/we acknowledge that I have read the Frequently Asked Questions (FAQ) on the E3 website.

Applicant(s) Signature: _____

**Return completed grant proposal to:** E3 Innovation Grant Review Committee, E3 Foundation @ ESD Educational Center, Superintendent's office, 6061 East Ave., Etiwanda, 91739 Rev. 8/2024