

**Zionsville Education Foundation
Suggested Grid for Grant Proposal Submission
(See ZEF Grant Guidelines First)**

Project Title: _____

Abstract: Brief overview of the project.

(Last sentence) "This project promotes academic excellence by..." _____

Statement of Need and Rationale: Describe current need and how project will address it.

Award Purposes and Objectives: Describe objectives that will be met by this project.

Responsibility: Describe what the project director will do to ensure success.

Source of Funding: Identify any funding that is or could be available from other sources.

Project Activities: Describe what the students will do and how the activities will produce the objectives above.

Personnel: List who will be involved and responsible for administering the project.

Budget: List project expenses.

Plan for Evaluation and Follow Up: Describe how you will measure whether the objectives have been achieved. i.e. surveys, test scores, questionnaires, recorded observations.

The mission of the Zionsville Education Foundation is to serve its school community by providing funds that promote academic excellence.

Thank you for applying for a ZEF Grant!