

- All members of STAM are invited to submit applications.
- **The Application Deadline is October 30, 2009**
- Applications must be sent to: Michael Hachmeister  
Parkway South High School  
801 Hanna Road  
Manchester, Missouri 63011  
OR E-mail Michael at [mhachmeister@pkwy.k12.mo.us](mailto:mhachmeister@pkwy.k12.mo.us)  
Grant Applications can be downloaded at [www.stamnet.org](http://www.stamnet.org)
- You will receive a confirmation notification via e-mail shortly following the application deadline. If you do not receive confirmation within two weeks of the application deadline, it is your responsibility to notify Scott Jensen via e-mail to ensure that your materials were received.
- The maximum grant request is \$1000.00
- Applications must be submitted in the form listed provided. Responses should not exceed 400 words. Incomplete or vague grants will not be eligible for consideration.
- If funding is provided there can be no deviation from the original plan, unless written permission is provided by the grant committee.
- You must complete the budget form. It should be exact & state specifically how the costs were determined. Include specific information such as materials, sources, and equipment needed.
- No funding will be provided for Food items, stipends, salaries, cost of substitutes, or capital improvements.
- Documentation detailing the progress of the grant & receipts for items purchased must be delivered Scott Jensen prior to the Spring Board of Governors meeting the first Saturday in May.
- A Board of Governors member will visit the site of the grant &/or performance and make a report of their observations at the Spring Board meeting.
- Recipients are encouraged to teach a workshop related to their grant project at the STAM conference the following year.



# GRANT APPLICATION 2009-2010

**Submission Deadline: October 30, 2009**

Applicant's Name: \_\_\_\_\_ School/Department: \_\_\_\_\_

Position/Title: \_\_\_\_\_ School District/Institution: \_\_\_\_\_

Home Address: \_\_\_\_\_ Work Address: \_\_\_\_\_

\_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_ Fax: \_\_\_\_\_

Project Title: \_\_\_\_\_

School(s) affect by grant implementation: \_\_\_\_\_

Funding Requirements: Total Funds requested from STAM: *(can not exceed \$1000.00)* \_\_\_\_\_

Total Funds required: *(complete budget form and use figure on line 17)* \_\_\_\_\_

Approximate the number of individuals affected in each of the following Demographic groups:

11yrs & below: \_\_\_\_\_ 12-14yrs \_\_\_\_\_ 15-18yrs \_\_\_\_\_ 19-22yrs \_\_\_\_\_ 23yrs & up \_\_\_\_\_

White: \_\_\_\_\_ Black: \_\_\_\_\_ Hispanic: \_\_\_\_\_ Asian: \_\_\_\_\_ Other: \_\_\_\_\_

Special Ed: \_\_\_\_\_ ESOL: \_\_\_\_\_ Other: \_\_\_\_\_

In the space below explain, in **400 words or less**, the purpose/goal(s) of the grant request; how it will be implemented; whom it is for; and what the expected outcomes are. Write it so a reading audience unfamiliar with your program or STAM will understand the intent and purpose.

### SUPPLEMENTAL QUESTIONS/INFORMATION: (attach type-written answers/forms)

- Complete the attached Budget Form.
- Provide a **month by month** timeline for implementing your project. Please include a brief description of each activity.
- Provide 3-4 measurable objectives and how you will evaluate each of them (if you are a K-12 educator link these objectives of the Show-Me Standards found on the DESE website).
- (Only for grants requesting the purchase of equipment of equipment upgrades) Do you have access to equipment that is the same or similar to the equipment you propose to purchase? If so, state a **STRONG** justification for the purchase or upgrade.



# GRANT APPLICATION 2009-2010 *Budget Form*

Item/Activity	Supplier	Total Cost	STAM Cost
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16	<b>Total Grant Cost</b>	_____	
17		<b>Total STAM Cost</b>	_____

Alternate Funding Source	Amount
_____	_____
_____	_____
_____	_____
_____	_____

- Include Order forms &/or supplier information with the budgeting form.
- Assets acquired by the STAM grant process become the property of the school/institution listed on the application form. Exceptions require written approval by the STAM Grant committee.
- STAM funding can not pay for: Food items, stipends, salaries, costs of substitute teachers, or capital improvements.

**GRANT COMMITTEE USE ONLY**

Is Applicant a current Member of STAM (required):      YES                      NO

ACCEPTED                                      DENIED

Total STAM Grant request (line 17): \_\_\_\_\_

Total Amount Approved (not to exceed \$1000): \_\_\_\_\_