The Birmingham Education Foundation

2017-2018 Small but Mighty Grant Application

The Mission: Birmingham Education Foundation raises private funds from our community to ensure academic excellence and innovation in the Birmingham Public School District.

The Small but Might grant is meant to fund things that just need a little help to become reality, and to help in those times when our staff might otherwise pay for something out of their own pocket. The maximum award for this grant is $250. Applications are being reviewed by a smaller committee, and it is our goal to have a very quick turn around on these. To start the year, we have allocated $5,000 to these grants.

**GRANT APPLICATION GUIDELINES** *(Please read carefully prior to applying.)* 

1. BEF Grants do not fund transportation of any kind, professional development or salaries of staff or coaches, individual student scholarships, consumable goods, events that have already taken place or items that have already been purchased.
2. The maximum amount for a Small but Mighty grant is $250. (For larger grants, please see our Great Idea Grant.)
3. Grant applications must be for things that align with the BPS strategic plan, the mission of the BEF, and for those things which fall outside of the district budget, which includes the 2015 Bond.
4. Grant requests must be made by a BPS employee.
5. Each staff member is eligible for only one Small but Mighty Grant per year.
6. Grants must be submitted with a detailed budget and signed by a BPS administrator. District approval is required.
7. The BEF believes in partnership with other school organizations to make everyone’s limited funds go further. We highly encourage grant seekers to explore other funding sources in addition to the BEF in order to fully fund grant initiatives. If you are not sure what other funding sources might be available, please contact your principal.
8. Visit [www.supportbef.com/grant-applications](http://www.supportbef.com/grant-applications) to download and review the sample grant application prior to completing this application.

**GRANT APPLICATION**

**Staff name(s):** **Date:**

**Email address(es):**

**Phone:**

**School(s)**:

**Title or Topic of Grant:**

**Amount of Grant Request**: **Have you requested funds from other sources?** Yes No

**If you have requested funds from other sources, please explain:**

**Projected Start Date**: **Projected End Date**: or Ongoing

**Grade of Students Impacted**: **Number of Students Impacted**:

**Have you viewed the sample grant on our website prior to completing this request?** Yes No

**Narrative Description of Grant Request**

**Please give describe your project.***Use as much space as necessary to describe the full scope of your project.*

**Provide a timeline for your project:**

**Provide a detailed budget for your project:***Grants must provide a detailed budget before they will be considered. Grants without a detailed budget will not be considered.*

**Applicant Signature:**

**Principal/Supervisor’s Signature:**   
*Grants must be signed by a principal or supervisor before they will be considered.*