



1. Be innovative.

Is this a new initiative for your school?  YES  NO

What makes this initiative innovative/unique? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Benefit many students.

How many students will benefit from this program? \_\_\_\_\_

What grade level(s)? \_\_\_\_\_ Subject area(s)? \_\_\_\_\_

How will the students benefit? \_\_\_\_\_  
\_\_\_\_\_

3. Adhere to curriculum guidelines.

Why is this project important to Pennsbury students? \_\_\_\_\_  
\_\_\_\_\_

Does this program/purchase comply with curriculum guidelines?  YES  NO

Has prior approval been received by the Curriculum Coordinator?  YES  NO

4. Be self-sustaining.

Has this program been funded by a PEF grant within the past 2 years?  YES  NO

Is the amount requested the total amount needed to run this program?  YES  NO

If no, what is the minimum amount needed? \_\_\_\_\_

Can the program run if the PEF does not fund the total amount requested?  YES  NO

Have you pursued other funding sources?  YES  NO

If yes, how much and from where? \_\_\_\_\_

5. What is the anticipated timetable for this project/program?

Start date: \_\_\_\_\_ End date: \_\_\_\_\_ Payment deadline(s): \_\_\_\_\_

6. Attach another page with a more complete description of the request, a detailed cost breakdown, and financial resources. Partial funding may be available, so please explain sources of other funds available to complete the project.

**All approved requests require a finalized receipt or purchase order as well as subsequent follow up to the Pennsbury Education Foundation as to the outcome of the project. This may include submitting periodic updates, providing photographs/video/written information of the implementation of the program as described in your application.**

Pennsbury Education Foundation reviews applications twice each year. Deadlines for submission are **November 1st** and **March 10th**. Please submit your application to:

**Pennsbury Education Foundation** - Attn: Annette Young, Business Administrator's Office

Please visit [www.pennsbury.org](http://www.pennsbury.org) and select the Foundations button on the left side of the home page to learn more about the Pennsbury Education Foundation.

**Curriculum Coordinator/Lead Teacher Approval** (Signature & Date):

**Principal Approval** (Signature & Date):