



761 FOUNDATION

Year 2022-2023 Grant Application

Deadline: January 17, 2022

Every spring, the 761 Foundation awards approximately \$100,000 in mini-grants to Owatonna Public Schools teachers and principals. Grants are awarded based on the following criteria:

1. Benefits a large number of students.
2. Meets an important need, which is not likely to be funded in other ways.
3. Maximizes good cost to benefit ratio.
4. Shows creativity and innovation.
5. Needed funds to continue a past approved project.

Requirements:

- ☐ Please itemize and prioritize requests that include multiple items/expenses.
 - ☐ Applicants must discuss the feasibility and implementation of the proposal with the appropriate building administrator. Comments and a signature from the building administrator must be included in the application.
 - ☐ Projects that include the purchase of technology also require a technology request form, which can be found at the end of the grant application.
 - ☐ No incomplete or late applications will be accepted.
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Contact Information

Name:

Position:

School:

Administrator/Supervisor:

Project/Program

Describe the project/program for which you are seeking funds:

Purpose of the project and request:

Who and how many will benefit from this project?

What measurable student results will you collect to determine the success of this project?

What will be the target you set in these results that will indicate the project has promoted student growth?

Background Information

Date project/program will start:

When will you be ready to report on these results?

Are you willing to report to the 761 Foundation Board about the impact your project has had on students following its completion?

Name and position or title of individuals who will work on the project:

Who are the cooperating organizations, if any?

What is the relationship of this project to the overall program of the requesting organizations?

Has this project been approved by the proper personnel in the requesting school/program?

Financial Information

Total funds requested:

Have requests for financial support for this project been submitted to other sources of funding? If so, what source(s) and requested and granted amounts?

What financial purpose is planned for this grant (equipment, materials, etc.)?

Please prioritize items requested (list the items and their cost in the order of your priorities).

Item	Cost

Agreement/Approval

I understand that if I receive a grant from the 761 Foundation, the funds provided must be used exclusively for the project proposed on this request form and that I will be asked to provide receipts, invoices, or other proof of how the money was spent. I will return any unused funds allocated for this proposal to the 761 Foundation.

Please Print Your Name

Applicant Signature

Date

Note: If this is a technology request, please also remember to complete the [technology request form](#).

Building Administrator Comments (Required):

Administrator Name (Printed)

Administrator Signature

Date

Please return this form no later than January 17, 2022 to:

761 Foundation
% Sarah Hoffman,
Owatonna Public Schools District Office
515 West Bridge Street, Owatonna

Questions? Contact Sarah Hoffman by phone (ext. 8610) or email (shoffman@isd761.org)