

**CASTLE ROCK SCHOOL DISTRICT
INTENT TO APPLY FOR A GRANT**

Grant Seeker Name	
Grant Seeker E-mail address	
NAME OF GRANT	
Address	
Alignment with Strategic Plan	
Purpose Summary Statement	
Long-term Sustainability	
Data collection requirements	
Grant Source	
Grant Funding Amount	
Budget Plan - your plan for grant funding	
Is there a cap on the indirect rate?	
Application due date	
Time frame of grant activity	
Describe any district funding, resource or in-kind commitment required	
School Administrator Approval	
OTHER:	

****NOTE:** If you are awarded a grant, notify our business department immediately. GOOD LUCK!

CASTLE ROCK - INFORMATION ON HOW TO APPLY FOR A GRANT

The Castle Rock School District welcomes your initiative to seek grant funding from a source outside our district. Before submitting your application, the District requests basic grant information to understand and approve the purpose and amount of the grant, and to anticipate needed supports.

Completing the short form located on our website will provide this information. Thank you!

Questions found on the CRSD INTENT TO APPLY FOR A GRANT form:

- ☐ Grant seeker, name
- ☐ Grant seeker, email address
- ☐ Name of grant
- ☐ Name of grant writer
- ☐ Grant alignment with the District's Strategic Plan (How does the grant align with the plan?)
- ☐ Grant purpose summary (Please include details regarding target participants and how the grant will benefit them and/or the school district. Who will the key staff members be implementing this project?)
- ☐ Long-term sustainability (What is the long-term impact of this grant? What aspects of the project will be sustained when the grant concludes?)
- ☐ Data collection requirements (Describe the data to be collected, and who will be responsible for collecting and reporting it. Include the frequency of reports.)
- ☐ Grant source
- ☐ Grant funding amount
- ☐ Plan for grant funding (Please summarize your budget plan)
- ☐ Is there a cap on the indirect rate?
- ☐ Application due date
- ☐ Time frame of grant activity
- ☐ Describe any District funding, resources, or in-kind commitments required now or in the future
- ☐ School-based administrator approval (By submitting this form, you are assuring your administrator has reviewed and approved this application.)