

**HARBORFIELDS ALUMNI &
COMMUNITY EDUCATIONAL FOUNDATION**

Grant Application
2011-2012

Harborfields Central School District
Greenlawn, New York 11740

Harborfields Alumni & Community Educational Foundation

Grant Application

The purpose of the grant program is to provide funding for innovative K-12 programs in the Harborfields Central School District.

| | |
|---|-----------|
| Name of Applicant | Telephone |
| School/Department | |
| E-Mail Address | |
| Title of Grant | |
| State the goal/objective of the activity or program | |
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Specify how the program or activity will be enhanced

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Identify how the program or activity is aligned with New York State learning standards

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How many students will the grant impact?

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|-------------|--------------------|
| Grade Level | Number of Students |
|-------------|--------------------|

BUDGET

| Item/Activity Description | Cost | Shipping | Tax | Total |
|---------------------------|------|----------|-----|-------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |

Signature of Applicant

Date

Signature of Principal/Director

Date

Acting Superintendent

Date

HACEF REVIEW

Approved

Disapproved

Total amount approved: _____

BOARD OF EDUCATION REVIEW

Date submitted to the Board of Education: _____
Date

Budget code: _____

Approval Process

1. The grant application may be obtained in the main office of each school, by logging onto the HACEF link of the district's website located within the Our District section, or by contacting the Office of Curriculum and Instruction.

2. Once the application is completed with the necessary information, it should be routed according to the following individuals in order to obtain approval:
 - a. Principal/Director
 - b. Assistant Superintendent for Curriculum and Instruction

3. The HACEF Grant Committee will review and present the application to the HACEF Executive Board for approval.

4. The approved grant application will be given to the HACEF treasurer who will then present the grant application to the Superintendent of Schools.

5. The Superintendent of Schools will present the grant application to the Board of Education.

6. Upon receiving Board of Education approval, the HACEF treasurer will report the status of the grant to the HACEF Executive Board.

7. The HACEF treasurer will allocate the grant to an identified budget code.