BOOKER T. WASHINGTON
FOUNDATION
for excellence

Grant Application Schedule 2023-2024

Grant Application Deadline	Foundation Board Meetings
6/26/2023	July 10, 2023 [note: 2nd Mon]
7/24/2023	Aug. 7, 2023
8/21/2023	Sept. 5, 2023 [Tuesday Meeting]
9/18/2023	Oct. 2, 2023
10/23/2023	Nov. 6, 2023
11/17/2023	Dec. 4, 2022
12/15/2023	Jan. 9, 2024 [Tuesday Meeting]
1/22/2024	Feb. 5, 2024
2/16/2024	March 4, 2024
3/13/2024	April 1, 2024
4/22/2024	May 6, 2024
5/20/2024	June 3, 2024

Answer all questions thoroughly and to the best of your ability. Be sure that you, your department chair, and Dr. Woolridge sign. Attach relevant documents such as order/vendor information and estimates. Dr. Woolridge will submit the completed application with attachments to the Foundation at BTWFEapplication@gmail.com.

Project Name:

Amount Requested:

Applicant's Name:

Position/Department:

Email Address:

Telephone Number: Best time to call:

Student Activity Fund Account:

1. Describe your project.

2. What are the specific objectives of your project?

3. How many current BTW students will directly benefit from your project?

4. What percentage of students benefiting from this project receive free/reduced lunch benefits?

5. If your grant is for a subscription service, what will you do to inform and support others so they can also use the service?

6. Will participants be asked to contribute to the cost of their participation in your project? If so, how much?

7. If this grant is for travel and/or a student activity, please list the fundraising efforts and amounts that have been raised for the activity.

8. What other possible sources of funding are available to you? Please list amounts and state when you expect to receive those funds.

9. Prioritize your project in order of importance in case your request is partially funded.

10. If your request is approved, when do you need the funding?

11. How will you know if you achieved your project's objectives?

12. Will you request funding for this project again next school year?

GRANT SIGNATURE PAGE

PROJECT NAME:

Attach estimates, catalog pages, links, and other information relevant to this request. Foundation funds MAY NOT be used for purchases covered by the TPS budget. *It is likely that the Foundation will ask you to submit a report about the effectiveness of your project with photographs of students and/or teachers participating in the project for use on the Foundation's website or on social media.*

_____   _____
Signature of Applicant**   Date

_____   _____
Signature of Department Chair**   Date

_____   _____
Signature of Principal**   Date

SIGNING THIS APPLICATION IS YOUR CONFIRMATION TO THE FOUNDATION THAT THIS PROJECT IS SPONSORED BY BOOKER T. WASHINGTON HIGH SCHOOL AND COMPLIES WITH ALL APPLICABLE POLICIES, PROCEDURES, AND GUIDELINES REQUIRED BY THE SCHOOL AND BY TULSA PUBLIC SCHOOLS FOR A SCHOOL-SPONSORED PURCHASE OR PROJECT.

If you have questions about this application or need help completing it, please contact Jayme Howland at jayme.btwfoundation@gmail.com.