

**Colorado Springs School District 11
INTERNAL
Intent to Apply for Grant Funding**

This form must be completed prior to submission of any grant proposal that exceeds \$5,000.

School District Contact

Central Office, Region, or School Name: _____

Location Number: _____

Name and Title of Contact Person: _____

Phone Number _____ Fax Number _____ e-mail Address _____

Funding Agency Information

Name of Funding Agency or Organization:

Funding Agency Address: _____

Funding Agency Telephone Number: _____

Information about the Proposal/ Grant

Title of Grant:

Due date of proposal: _____

Is this proposal a response to a specific Request for Proposals (Y/N)? _____

If no, how did you learn of this grant opportunity? _____

How much money are you requesting from this particular funding agency?

What are the proposed starting and ending dates for the project?_

Please provide a brief description of the project/activities for which funding is being sought and how it relates to your School Improvement Plan. Please be as thorough and complete as possible. (Use additional pages if necessary)

Please submit this form electronically to the Grants Office

CROSS REFS.: DD, Grants – Pre-Award Planning and Budgeting
DD-R-1, Cost Sharing/Matching
DD-R-2, Supplantation
DD-E-2, External Intent to Apply form
DE, Grants - Post Award
DE-R-1, Allowable Use of Funds
DE-R-2, Time and Effort
DE-R-3, Indirect Costs
DE-R-4, Audit/Audit Resolution
DE-R-5, Grant Reporting
DE-E-1, Time and Effort form – Single Cost Objective
DE-E-2, Time and Effort form – Partial Payment
DE-E-3, Time and Effort form – Multiple Cost Objectives
LC, Research Projects, Studies, Experiments, and Surveys

Adopted: June, 1998
Revised: March 18, 2015
Reviewed: August 26, 2020