

Peabody Education Foundation
Best Bet Grant Application Instructions
www.peabodyeducation.org

Thank you for your interest in the Peabody Education Foundation's Best Bet program. We are pleased to offer you and your students the opportunity to gain supplemental programs and materials and make your creative project ideas a reality.

To be considered for a Best Bet grant, your application must be completed, signed by your principal or department head, and returned to the Best Bet Committee, 24 Main Street, Suite 28, Peabody **no later than November 2, 2011**. More information on the program, along with the Best Bet application, can be found on our website: <http://www.peabodyeducation.org/programs/best-bet>.

Please keep the following in mind when filling out your application:

- One application per teacher, please
- Applications must be filled out completely to be considered. Applications that are missing information, including signatures, will not be returned to you for additional information and will not be reviewed by the committee.
- Please provide complete financial information for your projects in your application, including the total cost of your project plus any shipping and handling charges.
- It is very important to provide the vendor taxpayer identification number and address on your application. Check with your principal if you need assistance.
- Please provide as many details as possible about your program so that the committee can easily understand and evaluate your proposal.
- Applications are evaluated on a 5-point scale in three categories: **innovation**, **educational objective**, and **financial impact**.
- Please be advised that the Peabody Education Foundation does not fund equipment or transportation.
- Please note that the Best Bet program is intended to fund programs for the benefit of students (not teachers or parents)
- Be creative! The committee welcomes new and innovative ideas and proposals.
- If you have applied in the past and have been turned down, don't give up!
- If you have never applied before, now is your chance! Best Bet grants vary in the amount of the award and the type of project funded. Speak with other teachers who have received Best Bet grants for tips and ideas.

Please note that applications received after the deadline of **November 2, 2011** will not be reviewed. Grants will be announced and awarded in late November. If you have any questions, please do not hesitate to contact Katrina Gravel: P: (978) 538-9055 E: katrinag@gravoc.com. Thanks again for your interest and your support!

Best Bet Committee
Peabody Education Foundation
24 Main Street, Suite 28
Peabody, MA 01960

**Peabody Education Foundation
Best Bet Program – Grant Application**

APPLICATION DEADLINE: WEDNESDAY, NOVEMBER 2, 2011

Please complete the form and attach any supplementary information (itemized procurement list, etc.) as needed

Teacher's Name: _____ School: _____

Title of Proposed Program: _____

Target population: Grade(s)/Students: _____ Number of Students _____

Proposed start date: _____ Amount Requested (including S&H) _____

Vendor's Name: _____

Vendor's Address: _____

Vendor's Taxpayer ID # (required): _____

Have you applied for this program previously? Yes No If yes, when? _____

Is this program for special needs? Yes No Is this material reusable? Yes No

Description of Proposed Program (use as much space as necessary)

Objectives & Benefits of Proposed Program (use as much space as necessary)

Applicant's Signature _____ Date _____

Principal/Dept. Head Signature _____ Date _____

NO APPLICATION WILL BE CONSIDERED WITHOUT YOUR SIGNATURE AND THE PRINCIPAL/DEPARTMENT HEAD SIGNATURE

PLEASE FORWARD COMPLETED APPLICATION TO: BEST BET COMMITTEE, 24 MAIN STREET, SUITE 28, PEABODY, MA 01960

For Committee Use Only	
App # _____	Date Received _____
Committee Evaluation:	
Innovation _____	Educational Objective _____
Financial Impact _____	Total _____