

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

**APPLICATION DEADLINE: SATURDAY, NOVEMBER 1, 2014**

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

Teacher's name: \_\_\_\_\_ School: \_\_\_\_\_

Teacher's email address: \_\_\_\_\_ Telephone: \_\_\_\_\_

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, PO BOX 233, PEABODY, MA 01960

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

**Peabody Education Foundation**  
**Best Bet Grant Application Instructions**  
**[www.peabodyeducation.org](http://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 yourself and your principal or department head, and returned to the Best Bet Committee, PO Box 233, Peabody, MA 01960 **no later than November 1, 2014**. Applications received after this date will not be considered.

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 estimated shipping and handling charges.
- It is very important to provide the vendor taxpayer identification number and address on your application. Please check with your principal if you need assistance.
- Please provide a detailed description of 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**.
- 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.

Important information regarding the Best Bet grants:

- The Peabody Education Foundation does not fund equipment or transportation. Please do not include these costs in your application.
- Please note that the Best Bet program is intended to fund programs for the benefit of students, not teachers or parents. Unfortunately, we cannot cover the cost of field trips or performance admission for teachers or parents.
- All Best Bet grants are intended for use during the school year in which they are awarded. Please plan accordingly when applying for a grant.
- Best Bet funding should be applied to the grant for which it was originally intended. Any changes to the original application must be reviewed and approved by the Best Bet Committee. Failure to notify the Committee to any changes may result in loss of funding.
- If a grant is awarded, it is the responsibility of the teacher to work with vendors or performers to obtain all necessary paperwork, such as invoices and receipts, and deliver the paperwork to

the Best Bet Committee in a timely fashion so that the funding can be issued. While we are happy to address any questions or concerns from the teacher, the Best Bet Committee and/or Peabody Education Foundation do not work directly with vendors or performers.

Again, please note that applications received after the deadline of **November 1, 2014** 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 Vassallo at [katrinag@gravoc.com](mailto:katrinag@gravoc.com). Thanks again for your interest and your support!

Best Bet Committee  
Peabody Education Foundation  
PO Box 233  
Peabody, MA 01960