

**Michigan ProStart Innovation and Improvement
Funding Opportunity Application**

Date of Application: _____

Name of school, ISD, CTE: _____

ProStart Educator (s): _____ E-mail Address: _____

Contact person/title/phone number:

Address (*principal/administrative office*): _____

City/State/Zip: _____

Phone number: _____ Fax Number: _____
(*include area code*) (*include area code*)

Improvement Description:

Purpose of Improvement (*one sentence*):

Total Project Estimate: \$ _____

Amount Requested: \$ _____

Geographic Area Served: _____

The funding request is due September 29th 2017

Signature ProStart Educator

Typed Name and Title

Date

Signature, School Official

Typed Name and Title

Date

Michigan ProStart Innovation and Improvement Funding Opportunity Application

Please provide the following information in this order. Use these headings, subheadings and numbers provided in your own word processing format, thus leaving flexibility for length of response.

A. NARRATIVE

1. Request Summary

- Briefly explain why your ProStart Program is requesting this funding, what outcomes you hope to achieve, and how you will spend the funds if the funding is awarded.
- List any previous ProStart activities over the last 5 years:

2. Purpose of Funding

- Statement of needs/problems to be addressed
- Description of project goals, measurable objectives, action plans
- Timetable for implementation (MUST be completed by July 31, 2018)
- List of other partners in the project and their roles and any school district support
- Description of the qualifications of key staff and volunteers that will ensure the success of the program (optional depending on scale of project)
- How will this capital investment help in the long-term a success of your ProStart Program

3. Organization Information

- Brief summary of ProStart Program history.
- Description of current programs, activities and accomplishments.

B. ATTACHMENTS

1. ProStart Program Budget, if available
2. Letters of support to verify project need and collaboration with other organizations.
3. Bids or quotes for equipment or improvement