

**Leadership Foundation for Teacher Education (LFTE)
Matching Grant Application**

1. Purpose of the Grant

- A. Describe the program/project, the need(s) it will address and what it will accomplish.
- B. Is this a new or ongoing program/project for this organization?
- C. List the program/project goals and objectives.
- D. Describe the timetable for this program/project to be completed.
- E. Do other organizations provide services like your program/project? If so, why is it important for your unit to provide this service?

2. Budget Information

- A. State the exact dollar amount of program/project being requested by this proposal.
- B. Please provide a budget showing how the funds will be spent.
- C. List all sources of funding for this program/project and describe them in terms of their ongoing nature.
- D. What are the long-term strategies for funding the program/project beyond the grant period?
- E. How does your unit work with other agencies/organizations?

3. Personnel and follow-up

- A. Indicate names and contact information for individuals responsible for this program/project.
- B. Provide names and contact information for other individuals involved, including officers and administrative personnel.
- C. What are the qualifications and expertise of the individuals responsible for the implementation of this program/project?
- D. How will you evaluate this program/project?
(Note: You are required to submit a written report to LFTE indicating to what extent you feel your objectives were met.)
- E. Are there any special circumstances that the LFTE Advisory Council should be aware of regarding your unit or this program/project?

Signature of Preparer

Date