



INNOVATION IN SCHOOLS EDUCATION GRANT

REQUIREMENTS:

1. Awards are limited to schools which are located within the Cooperative service area. (Click [here](#) to check eligibility).
Note: The purchase of retail communication services outside the Cooperative service area does not qualify.
2. The grant awards shall not exceed \$5,000 per application, and funds must be spent for the purposes identified on the application. Substitution of other expenditures which are different from the application is permitted only with written approval from the Board of Directors.
3. Schools within the Cooperative service area may utilize the education grant for costs of materials, consulting fees, equipment, travel or other approved purchases which will enhance the ability to improve teaching and learning activities.
4. Applications for grant funds must be authorized by a bona-fide school district or administrative entity.
Note: Individuals administering the funds must not derive direct, personal benefit from the award.
5. A completed application form detailing the planned use of the grant funds must be submitted for review and approval to the Education Committee of the Board of Directors. Final approval will be made by the entire Board of Directors.
6. Expenditures for items detailed on the application must be completed within 12 months from the date of the award. Receipts for the actual expenditures shall be submitted to Plateau. Failure to submit proper documentation of expenditures may result in future denial of requests.
7. Requests for grant funds in amounts up to \$5,000 may be submitted during the course of the calendar year (January 1- December 31) or until such time the fund is depleted.
8. Multiple grant requests from the same entity that are uniquely different and independent from one another may be considered for separate funding, at the discretion of the Board of Directors' Education Committee, as long as it is within the guidelines described above.



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APPLICATION

Authorized district or Administrative Agency to administer funds: _____

Responsible Party for Control of Funds: _____

Mailing Address: _____

City, State, Zip: _____

Qualifying Phone Number from Cooperative Service Area: _____

(Click [here](#) for a list of qualifying service areas)

Name of School/Group/Grade level requesting Grant: _____

Amount of Grant Funds Requested (maximum \$5,000): _____

Types of uses of the grant:

- Broadband Internet as a Tool
- Cost of Materials
- Cost of Equipment
- Consulting Fees
- Subscriptions for educational materials

Other costs related to education needs; please explain: _____

On a separate page, include a brief narrative explaining your request, its purpose, items to be purchased and a cost breakdown of each item. Attach supporting documentation, such as quotes for equipment, materials, or consulting services.

I, the undersigned, hereby certify that I have read and understand the eligibility requirements for the Innovation in Schools Education Grant sponsored by Plateau. I also certify that I am an authorized representative of the above-referenced school system.

Applicant's Printed Name and Title: _____

Applicant's Signature: _____

Contact Phone Number: _____ Applicant's email: _____

Return this page and all supporting documents to:

**Innovation in Schools Education Grant
c/o Plateau
PO Box 1947
Clovis, NM 88102-1947**