**Harvard Schools Trust**

**Grant Application – Short Form**

**NOTE: The standard application must be used if request is**

**a) for more than $300, or**

**b) for “seed money” to start a program that will be ongoing, or**

**c) for purchase of technology which will be integrated with existing technology.**

1. **Applicant** 
   1. Name(s) and relationship to the Harvard Public Schools
   2. Email address
   3. Phone (day and evening)
   4. Application date
2. **Project title**
3. **Project description.**If applicable, attach additional information.
4. **Which students, and how many, will benefit from this project?**
5. **What is the amount of the request?**
6. **How will you evaluate the success of this project?**
7. **Follow-up with parents**

The Harvard Schools Trust is a 501(c)(3) nonprofit organization. In order to fulfill grant requests it relies on membership contributions from parents, school personnel, and community members.

As a grant recipient, what will you do to make parents aware of the Trust’s support and to encourage them to become Trust members?

**The Trust’s check will be written to The Harvard Public Schools Gift Account (managed by personnel in the Superintendent’s office).**

**Please feel free to provide further narrative information. Also, if there are other relevant materials that might be of interest to the Trust, please include them with this application.**

**The Trust reserves the right to require the standard, full grant application.­**