

**PROJECT CAPE – APPLICATION FOR FINANCIAL ASSISTANCE**

**COVER PAGE**

Name of School /School District \_\_\_\_\_

Address \_\_\_\_\_

Applicant Name/s and Title/s \_\_\_\_\_  
\_\_\_\_\_

**Organization Information (Board members; Staff composition - # of teachers, volunteers, support staff, administrators; Student population – numbers, diversity, demographics; Total operating budget)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Title/Theme of Proposal** \_\_\_\_\_  
\_\_\_\_\_

**Amount of Funding Needed \$** \_\_\_\_\_

**Authorization:**

The undersigned, an authorized administrator of the school/system, does hereby certify that the information set forth in this proposal application is true and is supported by the school district.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name/ Title

\_\_\_\_\_  
Date

## **NARRATIVE AND BUDGET**

Please type the answers to the following questions. (If the answers to these questions are included in other documents created by your school, please submit that material as well.)

1. What is your goal for improving student learning? How does it align with your district/system vision?
2. What is your evidence of need for this goal? (This could be student achievement data, demographic data, instructional process data, and/or perception data.)
3. Elaborate on the specific activities that will occur in your school/school system to achieve this goal. (What will teachers do? What will students do? If this is explained in your school improvement plan, please attach it.)
4. Discuss the capacity of your school to implement these changes. Currently, what are the factors contributing to the success of your school?
5. Where are you going? Articulate the impact and expected educational outcomes of this work?
6. How will you measure progress? What will be your evidence of success, your key indicators?
7. What is the budget? Explain how you intend to use the funds requested.

**In addition to the responses to these questions, a completed application may include documents the school or system team deems necessary to clarify its proposal.**

### **Direct all inquiries and application materials to:**

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