

Norwell Scholastic Arts Society
Grant Request Form

DATE:.....

REQUESTER:.....

FACULTY SPONSOR:.....

DEPARTMENT:.....

DESCRIPTION OF ITEMS REQUESTED:

.....

.....

.....

COST:.....estimated | actual (check only one)

1. An itemized list with prices, e.g. a 'shopping cart' or invoice, must be attached.
2. On-time requests for items valued at \$250.00 or less, may be voted on by NSAS Board without waiting for the next NSAS meeting.
3. On-time requests for items valued between \$251 and \$750 must be presented at a NSAS meeting and voted on at that meeting.
4. On-time requests for items in excess of \$750 must be presented at a NSAS meeting and will require detailed discussion prior to a vote. The vote may be postponed until the following NSAS meeting, if the NSAS Board decides more information about the item is needed.
5. For multi-year and ongoing program grants, please contact an NSAS Board Member.

All requests must be reviewed, signed and dated by the Arts and Wellness Curriculum Coordinator and your school principal.

CURRICULUM COORDINATOR:.....

SCHOOL PRINCIPAL:

All completed grant applications to be kept on file for 3 years