

**2017-2018 CASE for Kids PARTNERSHIP PROJECT
 Site Application**

Site application must be submitted as part of the completed 2017-2018 Partnership Project RFP application and be signed by site administrator. **CASE for Kids Partnership Project applications that only include the Site Application will not be accepted. Please see official RFP for full grant guidelines and instructions.**

GENERAL INFORMATION

Site Name:	
Type: <input type="checkbox"/> Returning site <input type="checkbox"/> New site	
Municipality/City Served:	County Precinct # Served:
Physical Address:	
City:	Zip:
CONTACT INFORMATION	
Site Contact Name:	Email:
Site Telephone:	Fax:

SITE DEMOGRAPHICS FOR 2016-2017 (REQUIRED FOR SCHOOLS ONLY)

Total Campus Enrollment	
Percentage of Campus Students Classified as Economically Disadvantaged*:	
Campus Promotion Rate:	
Campus Attendance Rate	

CERTIFICATION

I certify that this application was developed in accordance with all funding requirements and that all information in this application is true and correct. I certify that, if funded, the program will be implemented in accordance with the funding and programmatic requirements as described in this application, and that all proposed program changes will be brought to the attention of the Harris County Department of Education prior to implementation.

Site Authorized Official Name _____
Title

Site Authorized Official Signature _____
Date

PROGRAM INFORMATION

COMPREHENSIVE PROGRAM OPERATIONS

Program Start/End Dates: List start and end dates of the proposed program in boxes below.												
Start Date:			End Date:				Total Service Weeks:					
Program Hours: Indicate program hours in the boxes below. The program must operate a minimum of 30 weeks; and a minimum of 12 hours per week.												
	Fall Term				Spring Term				Summer Term			
	AM		PM		AM		PM		AM		PM	
	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End
Monday												
Tuesday												
Wednesday												
Thursday												
Friday												
Hours per Week	Fall				Spring				Summer			
Total Weeks of Service	Fall				Spring				Summer			

TARGETED STUDENTS SERVED

Targeted number of students to be served	
Ages and grade levels to be served	

PROGRAM OVERVIEW

1. Please describe existing activities offered in current comprehensive afterschool program.

2. How would CASE supplemental funding allow for expansion of your program?

3. How would CASE supplemental funding and resources (Lending library, professional development, learning communities, self-assessment process) help you increase your program quality?

PROPOSED ACTIVITY SCHEDULE

Complete the program schedule below for your proposed out-of-school time program. Insert time slot in the green box and list activities in white boxes.

Site Name:				
Monday	Tuesday	Wednesday	Thursday	Friday
Time Frame	Time Frame	Time Frame	Time Frame	Time Frame
Activity	Activity	Activity	Activity	Activity
Time Frame	Time Frame	Time Frame	Time Frame	Time Frame
Activity	Activity	Activity	Activity	Activity
Time Frame	Time Frame	Time Frame	Time Frame	Time Frame
Activity	Activity	Activity	Activity	Activity
Time Frame	Time Frame	Time Frame	Time Frame	Time Frame
Activity	Activity	Activity	Activity	Activity

PROPOSED BUDGET

Please provide projected site budget, using the provided table format below. Budget requests should use whole numbers and **should not exceed level award amounts**. Please note that CASE for Kids expects applicants to invest at least 50% of the total program expenses. In-kind support is not an acceptable form of investment. CASE for Kids funds cannot exceed 50% of the program budget.

SITE NAME:				
Budget Category	Description of Expenditures	Total Grant Request	Matching Fund Contribution	Total Budget
Payroll Costs				
Professional and Contracted Services				
Supplies and Materials				
Other Operating Costs				
Total Direct Cost				
Total Targeted Students Served				
Cost per student (total budget/number of students served)				
(CASE) cost per student (grant request/number of students served)				
Grant request: % of total cost of program				

BUDGET NARRATIVE

1. Provide an explanation of the budget detailed above. Include any information necessary to clarify specific line items as it relates to grant-specific activities.

2. Please provide detailed explanation of the site's ability to secure and manage the match funds.