

Principal Grant Review & Approval Form

Instructions for Educator: Complete Sections 1–2 to give a brief description about your grant and an itemized budget to the principal at least **5 business days prior** to the grant submission deadline.

1. Educator & Grant Details

- Lead Teacher / Applicant Name:
- Department / Grade Level:
- Project Title:
- Total Amount Requested: \$

2. Project Summary & Student Impact

- Brief Project Description:
- Target Audience:
- Curriculum & Goal Alignment:

3. Principal Review & Approval

To be completed by the Building Principal:

Administrative Decision

- ☐ **APPROVED** — The educator is authorized to submit the grant application as drafted.
- ☐ **CONDITIONAL APPROVAL** — Approved subject to the following modifications:
- ☐ **NOT APPROVED** — Reason for denial:

Signatures

Educator Signature: _____

Date: _____

Principal Signature: _____

Date: _____