

# 2023-2024 Facilities Approval Form for EF Teacher Grants

*Must be submitted to Rene Ramirez, coordinator of maintenance, [rramirez@csisd.org](mailto:rramirez@csisd.org), for approval before Fri., September 22nd. If approved, he will return it to you with his signature via email. Then, upload it to your grant application online.*

**Grant Title:**

**Main Applicant Contact:**

**Campus:**

**Location at Campus:**

**Requested Grant Amount: \$**

**Description:** *Please explain in detail your project:*

**Please list the materials needed to implement this project and/or attach your quotes/budget sheets.**  
*(This is important as Facilities may be able to get you better pricing and/or quality items.)*

**Please check if your project includes any of the following:**

- |   |   |
|---|---|
| <input type="checkbox"/> Needs Electricity                  | <input type="checkbox"/> Requires landscaping |
| <input type="checkbox"/> Needs Water/Includes water feature | <input type="checkbox"/> Includes a structure |
| <input type="checkbox"/> Changes the drainage of the area   | <input type="checkbox"/> Requires fencing     |
| <input type="checkbox"/> Other                              |   |

**Approved by:** \_\_\_\_\_

*(Must have Rene Ramirez, Coordinator of Maintenance, Signature)*

**Date:** \_\_\_\_\_

*(Please keep to one page if possible)*