

# Coweta Education Foundation

## **GRANT AGREEMENT**

In exchange for grant monies, the Foundation reserves the right to validate project completion. Further, the Foundation requires that any non-consumable equipment remains the property of Coweta Public Schools should the teacher relocate. The Foundation asks that the grant recipients will participate in public promotion of the grant funded project, including but not limited to displays, public appearances at Foundation events, media coverage, etc. No checks will be issued directly to grant recipients unless special arrangements have been authorized by the Foundation. The Foundation reserves the right to select an alternate vendor or product due to stewardship concerns; in this event a Board member will contact you prior to disbursement of funds. Receipts, order forms and shopping information must be supplied to the Foundation.

I agree to the above

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

## **REQUEST FOR FUNDS**

Project name and applicant:

List of Vendor(s), contact information (address and phone number) and purchase amount(s) by vendor(s)

Please attach product description or order forms. Purchase requests will be processed within 10 working days upon receipt of completed forms.