

Broward Education Foundation

2014 BEF Teacher Grant

GRANT ACKNOWLEDGMENT FORM

Grant Administrator:

Broward Education Foundation, Inc. (Foundation)
600 Southeast Third Avenue, 1st Floor
Fort Lauderdale, FL 33301
754-321-2032

Grant Recipient: (please print)

Name: _____

Grant Title: _____

School Name: _____

School Phone: _____ Home Phone: _____

E-mail: _____

This is to acknowledge that I understand and will comply with the requirements of this grant. Failure to do so may result in forfeiture of monies and exclusion of future funding from the Broward Education Foundation:

- 1) I understand that I am obliged to record all expenses on the Expense Report Form provided by the Broward Education Foundation. I will save all receipts for the purchases associated with the grant materials. **I will submit the Expense Report Form and all receipts to the Foundation office by Friday, May 30, 2014.**
- 2) **I agree to complete and return the Final Report Form and return it to the Foundation office by Friday, May 30, 2013.**
- 3) I understand that all equipment purchased through this grant is the property of the Broward Education Foundation and to be used for the students of the Broward County Public School system.
- 4) **I agree to return any unused funds to the Foundation by Friday, May 30, 2013.**
- 5) I agree to notify the Foundation of any significant changes that might affect my ability to carry out this grant, i.e., being transferred, materials outlined in grant are no longer available for purchase, the project is changed significantly.
- 6) **I agree to contact the Foundation and invite a representative to visit and observe my classroom while implementing this project.**
- 7) I agree my program and the Foundation will be acknowledged in any and all media releases, newsletters, etc., as the Broward Education Foundation Teacher Grant.

Signature: _____

If moving to another school in Broward County Public School please notify the Foundation about the transfer of your materials.