



## 2023-24 GRANT APPLICATION ACKNOWLEDGEMENT

Please consider the following requirements and conditions of submitting the Grant Application: ***Initial and attach this form to the grant application.***

- \_\_\_\_\_ By submitting the application you AGREE to volunteer in at least two (2) Foundation Activities during the grant calendar year. If you cannot volunteer, you AGREE to recruit a representative from your school to volunteer in your place.
- \_\_\_\_\_ Expenditures exceeding the grant award will be the responsibility of the applicant's school budget.
- \_\_\_\_\_ Unexpended or residual grant award budgets will be returned to the Foundation.
- \_\_\_\_\_ Equipment, materials, supplies or services may not be changed once the grant has been awarded. Exceptions, such as discontinued products or cancellation of services outside of the applicant's control will be considered by the Board on a case by-case basis.

### Ordering Instructions for Electronic Devices:

- \_\_\_\_\_ Electronic devices such as computers, iPads, laptops, printers etc. must be ordered through the District's Purchasing Department. Prices for these commodities can be obtained by visiting the intranet site for Purchasing at:  
<https://cnusd.sharepoint.com/sites/staff/dobs/Purchasing/Pages/Default.aspx>. Then click on the link "Info & Equipment Standards"

Devices are listed on requisition forms and self populate with the Insertion of quantities. The forms may be printed and attached to the grant application as an official quotation. Please call the Purchasing Department for assistance with filling out the electronic forms at 951-736-5053. **\*\*All devices listed on the website meet network compatibility standards established by the District's I.T. Department.**

- \_\_\_\_\_ Grant funds must be expended prior to APRIL 15 of the current fiscal year.
- \_\_\_\_\_ Prior to May 30 of the current fiscal year, applicants must submit a summary report describing how funds were used and outcome of project(s).
- \_\_\_\_\_ All materials, supplies and equipment secured under the grant is the property of CNUSD and not the recipient.