

QUINCY HIGH SCHOOL - SCIENCE & ENGINEERING FAIR GUIDELINES FOR STUDENT GRANTS

Who is eligible?

ALL Quincy High School students enrolled in this year's STEM Fair are eligible for grant funding.

Deadline:

Grant applications are due Wednesday, November 25, 2015 no later than 9:00AM.

Awards will be announced on or before December 4, 2015.

Award Amounts:

The number of grants and allocations awarded will depend on the number of applications received. The maximum grant award will be \$200 per project. Grants can be used to purchase specialized testing equipment, pay for lab fees, and/or purchase project supplies.

How to Submit a Proposal:

Proposals for funding must be submitted with the Quincy High School Science & Engineering Fair official grant application form and no more than three additional pages; two for narrative and one for budget. **DO NOT include your name on any pages after the cover sheet.**

Guidelines for the Proposal:

The proposal description should be complete and concise, and consist of a narrative and budget proposal.

Narrative

Provide a written description of the project. Items to be addressed in the narrative include:

- Scientific significance - state the problem(s) you intend to address with your project and discuss its importance in terms of specific knowledge and broader importance in your field.
- Research methodology - outline in detail how you plan to conduct your investigation. Describe any work that has previously been performed by other investigators, and how your work will build on their efforts.
- Duration of project - provide starting and ending dates for your project, including project milestones. Provide a rough schedule of activities.

Budget

The budget proposal should include the following information:

- A total budget amount for the project.
- Equipment and supplies - provide an itemized list of required supplies and any needed equipment.
- Non-consumable equipment purchases (such as digital cameras, computers and software, microscope accessories, analytical equipment, etc.) in the budget request should be kept to an absolute minimum and must be clearly justified. All non-consumable equipment will become property of the Quincy High School Science Department upon completion of research.

Where to Submit:

Submit one hard copy proposal to Mr. Smith in room A314 **OR** one electronic proposal to edwardsmith@quincypublicschools.com

Please note: Incomplete applications will not be considered.

QUINCY HIGH SCHOOL - SCIENCE & ENGINEERING FAIR

STUDENT GRANT APPLICATION

Applicant Information:

Name: _____

Phone Number: _____

E-Mail: _____

Mailing Address: _____

City State Zip: _____

Current Science Course(s): _____

Grade of student investigator: 9th 10th 11th 12th
(Please circle)

Title of Project: _____

Total funds requested: _____
(Outlined budget must be included)

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Teacher Signature: _____ Date: _____

