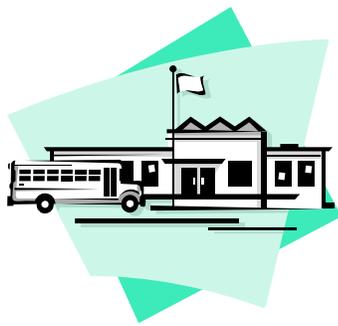


Guidelines to Use in Applying For 2007 School Improvement Planning Funds

- WHEN:** Funds will be available for your school to use to support the process of developing/revising a school improvement plan starting on or after October 1, 2007 with the grant period to end January 3, 2008. Your project cannot start until your planning grant has been received at the Department.
- FUNDING:** An amount not to exceed \$4, 000 per school. All unexpended, excess planning grant funds will be returned to the Department.
- USE OF FUNDS:** To support activities directly related to the development of a school improvement plan, funds can be used to:
- hire a external facilitator;
 - visit other schools;
 - bring in an outside expert;
 - pay for substitutes;
 - cover local team meeting expenses;
 - cover costs to participate in training related to the content of the plan:
 - provide stipends for work done outside regular contract hours; or,
 - pay for other needed expenses.
- ACTIVITIES:** Your Planning Grant Application must include:
1. A Cover page
 2. Planning Funds Template pages sufficient to detail your work
 3. A Form 1 entitled "School Improvement Planning for the ... School"

Submit your request to:

Kristine Braman
Title I Office
NH Department of Education
101 Pleasant Street
Concord, NH 03301



School Improvement Planning Funds

COVER PAGE

School:

SAU#:

Principal:

School Address:

City:

Zip:

Telephone:

Fax:

Email address:

Contact person if different from Principal

Name:

Title:

Address (if different from above):

City:

Zip:

Telephone:

Fax:

Email address:

School Improvement Planning Team Members	
Name	Group representing (School staff, district staff, parents, or outside expert)

Building Principal Signature

Superintendent Signature

School Improvement Planning Funds Template

Activity	Person Responsible	Benchmark/Evidence of Accomplishment	Start Date	Completion Date	Expenditures/Required Resources