



United ISD Grants Administration Department
Information Requirements for External Grant Participation and Letters of Support

Who is the lead agency? Who is the contact person and what is their email and phone number?

Who is funding the proposed grant program? What is the purpose of the grant program?

What is the timeline for grant application submission and program initiation?

How will UISD participate in the grant program? What campuses, departments, or student populations will be participating?

Who is writing the grant? Who will manage the grant program? Who will be the lead investigator(s)?

Who else is asked to participate in the grant program?

What is the budget by category for the grant program?

What will UISD gain from participation in the grant program?

What are the commitments required from the district in terms of:

- Funding, indirect costs, and/or matching/in-kind contributions?
- Buildings, space, and campus support (maintenance, copies, electricity, etc)?
- Teacher and/or student participation/usage/training?
- Participation/usage for the community?
- Access to and upkeep of equipment or records?
- Time during and after the school day?

Will UISD be a sub-recipient or contractor as per the grant budget?

Please provide a current copy of the grant application with this document, and a final copy as submitted to the Grants Administration Department with responses to the above questions.