

**Braille Literacy Advisory Council
Utah Schools for the Deaf and the Blind**

Grant Title:

Submission Date:

Applicant Name:

Organization/Institution:

Mailing Address:

Phone:

Project Title:

Project Director:

Amount Requested for the total project:

1. Rationale- How will the project meet the requirements of the Blind Person' Literacy Rights and Education Act. Include a needs statement.

2. Project Goals and Objectives- Major goal(s) and objectives. Provide a brief statement of the project's major goal(s) and objectives.

3. Project Description- Brief summary of the project and how it will be carried out.

4. Personnel- Names and qualifications of teachers and/or staff who will be involved with planning and carrying out the project.

5. Proposed Budget- How the funds will be used, e.g. personnel, equipment, travel expenses, per diem, supplies, books, stipends, etc. Note: Funding normally will be on a purchase order or reimbursement basis. Funding of projects must comply with State Office of Purchasing rules and regulations.

6. Evaluation- How will you evaluate your project? A self-evaluation must be included in a project report to the Advisory council upon completion of the project. The evaluation must address each component of the proposal and should include the following items if they meet components of the proposal: documentation about how goals were met, documentation about student progress, detailed budget expenditures, number of participants in the project including

students, staff, volunteers, etc.; a detailed schedule of activities, number of hours spent on the project, or other items specific to the individual project.

If you have questions, please call _____ . Please return your completed application to:

Deadline for application submission is _____ .

