



Grant Agreement

Grantee:	Concord High School
Grant Amount:	\$5,000
Purpose of Grant:	To offset the costs associated with the PLTW Engineering program.
Award Date:	6/17/2015
Grant Period:	6/16/2015 – 5/31/2016

This grant is awarded by **Project Lead The Way, Inc. (PLTW)** and is subject to the **PLTW Agreement, PLTW Agreement Program Requirements**, and also the following terms and conditions:

- A. This grant may be used only for the grantee’s PLTW Engineering program.
- B. This grant may be used during the period stated above and any unspent funds will need to be returned to PLTW.
- C. The allowable expenses of the grant are as follows:
 - a. PLTW participation fees - \$3,000
 - b. Replacement materials and supplies - \$2,000
- D. Grantee will provide PLTW grant reports by **April 15**. The annual reports include a program, financial, and data collection report. The reports are to be submitted electronically to grants@pltw.org and can be accessed on the PLTW website - [Grant Reporting](#). Submitting timely reports is the responsibility of the district / school receiving the grant and PLTW reserves the right to determine satisfactory progress.
- E. Grantee will provide promptly such additional information, reports, and documents as PLTW may request and will allow PLTW and its representatives to have reasonable access to files, records, accounts, or personnel that are associated with this grant, for the purpose of financial reviews, verifications, or program evaluations as may be deemed necessary by PLTW. Any such information, reports, documents or access shall be limited to the evaluation of the **PLTW** Program and the grant funding, and shall be made consistent with any applicable federal or state laws relating to the provision of such information.
- F. PLTW reserves the right to discontinue or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds if Grantee has not fully complied with the terms and conditions of this grant.

On behalf of Grantee, I understand and agree to the foregoing terms and conditions of the PLTW grant, and hereby certify my authority to execute this agreement on Grantee's behalf.

Authorized Signing Official: _____

Printed Name: _____

Title: _____

E-mail Address: _____

Date: _____

Check Payable: _____

Attention: _____

The following action items should be completed and received by PLTW for payment:

- Obtain a copy of the W-9: Request for Taxpayer Information Identification Number and Certification Form.
- Review and sign the Grant Agreement and submit along with the copy of the W-9 to grants@pltw.org.

The following reports are due by April 15, 2016. Click here for [Grant Report Templates](#).

- Complete the Program Report.
- Complete the Financial Report.
- Complete the Data Collection Report.