



### Grant Agreement

|                          |   |                     |                 |
|--------------------------|---|---------------------|-----------------|
| <b>Grantee:</b>          | Knight Middle School  |                     |                 |
| <b>Grant Amount:</b>     | \$20,000  |                     |                 |
| <b>Purpose of Grant:</b> | To offset the costs associated with the implementation of the PLTW Gateway program. |                     |                 |
| <b>Award Date:</b>       | 4/26/2016   |                     |                 |
| <b>Grant Period:</b>     | 6/1/2016 – 5/31/2018  |                     |                 |
| <b>Payment Schedule:</b> | Year 1 - Start Date: 6/1/2016   | End Date: 5/31/2017 | Total: \$10,000 |
|                          | Year 2 - Start Date: 6/1/2017   | End Date: 5/31/2018 | Total: \$10,000 |

This grant is awarded by **Project Lead The Way, Inc. (PLTW)** and is subject to the **PLTW Terms and Conditions**, and the following additional terms and conditions:

- A. This grant may be used only for the implementation of the PLTW Gateway program. The program is a sequence of units. Grantee is required to implement two PLTW Gateway units within 2 years.
- B. This grant may be used during the period stated above; however, each subsequent year of funding is contingent upon meeting the requirements of the grant. Funds may be carried over to subsequent years, but must be spent by the end date of the final grant year. Any unspent funds will need to be returned to PLTW.
- C. The allowable expenses of the grant are as follows: PLTW participation fees, Core Training and related expenses, required computers and/or tablets, and program required equipment and supplies.
- D. The unallowable expenses of the grant are as follows: meals, salaries and benefits, stipends, infrastructure, renovations, equipment designated as optional, and other expenses unspecified as allowable.
- E. Grantee will provide PLTW grant reports by April 15 of each grant year. The annual reports include a program, financial, and data collection report. The reports are to be submitted electronically to [grants@pltw.org](mailto: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. PLTW grantees must also be in good standing in order to receive any future grant funding. A reporting schedule is also included in the action items below.
- F. Grantee will provide promptly such additional information, reports, required data collection and surveying, 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.

- G. 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: Dr. Donna M. Hargens

Title: Superintendent

E-mail Address: donna.hargens@jefferson.kyschools.us

Date: \_\_\_\_\_

Check Payable: Jefferson County Public Schools for Knight Middle School

Attention: Cordelia Hardin

**The following action items should be completed and/or received prior to Year 1 installment payment:**

- If your district is new to PLTW, visit the [PLTW Registration](#) page to register your district and school.
- If your district is a current PLTW District, contact [Schoolsupport@pltw.org](mailto:Schoolsupport@pltw.org) to request the PLTW Terms and Conditions if it is not received within 3 to 5 business days of receiving your grant agreement. All existing districts will be required to sign the new PLTW Terms and Conditions which has replaced the PLTW Agreement and PLTW Program Requirements.
- Complete Readiness Training and register for Professional Development.
- 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](mailto:grants@pltw.org).

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**The following action items should be completed and/or received prior to Year 2 installment payment. Click here for [Grant Report Templates](#). Reports due by April 15, 2017:**

- Complete the Program Report.
- Complete the Financial Report.
- Complete the Data Collection Report.
- Complete post program surveys, which will be administered by PLTW.
- Complete Readiness Training and register for Professional Development. Registration opens in the Spring.

**The following reports are due by April 15, 2018. Click here for [Grant Report Templates](#).**

- Complete the Program Report.
- Complete the Financial Report.
- Complete the Data Collection Report.
- Complete post program surveys, which will be administered by PLTW.