



Wisconsin Department of Public Instruction  
**STUDENT ALCOHOL & OTHER DRUG ABUSE**  
**MINI-GRANT APPLICATION**  
 PI-2391 (Rev. 04-14)

**INSTRUCTIONS:** Application must be received by 4:00 p.m. at DPI or Milwaukee Public Schools (MPS) Wellness and Prevention Office for MPS buildings on **October 17, 2014**. No faxed or e-mailed copies will be accepted. Complete and submit original and two (2) copies. Return to:

**WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION**  
**ATTN: ELIZABETH PEASE**  
**PO BOX 7841**  
**MADISON, WI 53707**

Collection of this information is a requirement of s. 115.361.

I. GENERAL INFORMATION			
Name of School District		School Building Name <i>If appropriate/applicable</i>	
Address		City	State WI
Administrative Contact		Telephone <i>Area/No.</i>	
Advisor Contact	E-Mail Address		Telephone <i>Area/No.</i>
Advisor Contact Address		City	State WI
Student Contact		School Telephone <i>Area/No.</i>	
Name of Project		Name of Student Organization	Funds Requested

II. CERTIFICATION SIGNATURE	
Signature of District Administrator or Building Principal  ➤	Date Signed <i>Mo./Day/Yr.</i>

III. PROJECT ABSTRACT	
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**NOTE:** Use only space provided in answering all questions.

1. A brief description of the program and activities to be developed and implemented by students at a building, district, or community level.

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**IV. PROJECT NARRATIVE**

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2. Describe how the idea for this project was developed including the extent of student participation.

3. What problem(s) at your school will this mini-grant project address? Describe how this project will help prevent or reduce student alcohol and drug abuse or other risk behaviors (tobacco use, violence, bullying, suicide, traffic safety, and sexual risk behaviors).

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**IV. PROJECT NARRATIVE (cont'd)**

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5. Describe how you will measure your success in addressing the problem(s) described in question 3. (Changes in behaviors, attitudes, knowledge, or skills measured through pre-post-surveys, related statistics, etc.)

6. Describe who and how many people will benefit from your project, including skills, knowledge, behaviors, or attitudes they are expected to acquire. *Limit response to the space provided.*
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**IV. PROJECT NARRATIVE (cont'd)**

7. Budget—Maximum of \$1,000.

- a. List the **Item/Purpose/Cost** for each expenditure. (No capital objects allowed, e.g., computers, furniture, video equipment.) **\*Maximum daily speaker/consultant rate is \$800. Incentive items limited to 20 percent of total budget.**

**Total Funds Requested**

- b. List any local contributions to this project. Twenty percent of the grant total must be matched by local contributions of funding or time equivalent. This may be an in-kind contribution match.

**Total Matching Funds  
(20% of Total Grant Funds Requested)**