



## 2014-2015 PTE Grant Agreement

<b>Grantee:</b>	High School Name
<b>Grant Amount:</b>	\$
<b>Purpose of Grant:</b>	To offset the costs associated with the implementation of the PLTW Pathway To Engineering (PTE) program
<b>Award Date:</b>	April 2014
<b>Grant Period:</b>	6/1/2014 – 5/31/2015

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 implementation of the PTE program. The program is a sequence of courses. Grantee is required to implement both of the foundation courses and at least one specialization course. The two foundation courses are Introduction to Engineering Design (IED) and Principles of Engineering (POE). The specialization course can be any of the five specialization courses and /or the capstone course. Refer to the PLTW Agreement and the PLTW Agreement Program Requirements documents for full PLTW Program details.
- B. This grant must be used during the period stated above in alignment with the requirements of the grant. 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 costs (includes registration fees, lodging, travel and parking), program required equipment and supplies, a laptop designated to the PLTW teacher, a lab printer, and digital projector and screen.
- D. The unallowable expenses of the grant are as follows: meals, salaries and benefits, stipends, infrastructure, renovations, optional equipment, student computers or laptops, and other expenses unspecified as allowable.
- E. Grantee will provide PLTW annual reports. 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). PLTW reserves the right to determine satisfactory progress.
- F. 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.

- G. PLTW reserves the right to discontinue or withhold funding 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/or received prior to the 2014-2015 grant funding payment:**

- Return signed PLTW Agreement to the PLTW National Office.
- Register your school district and participating school(s) with PLTW through the [Online Registration Form](#). (If your school district already has PLTW and you need to add your school, contact PLTW School Support).
- Add teacher(s) to your school's record. Please contact PLTW School Support.
- Complete Readiness Training and register for Core Training. Registration opens in the Spring.
- Submit a W-9: Request for Taxpayer Information Identification Number and Certification Form. Return to Grants – Development Office.
- Sign and return the Grant Agreement. Return to Grants – Development Office.

**The following action items should be completed and/or received within 30 days after the completion of the grant:**

- Complete the Program Report.

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

**Contact Information:**

Project Lead The Way  
3939 Priority Way South Drive  
Suite 200  
Indianapolis, IN 46240  
[www.pltw.org](http://www.pltw.org)

Development Office  
Wendy Irizarry  
[wirizarry@pltw.org](mailto:wirizarry@pltw.org)  
317-669-0889

School Support  
[schoolrelations@pltw.org](mailto:schoolrelations@pltw.org)  
877-335-7589

**Online Program Resources:**

[Getting Started](#)

[Sample PLTW Agreement](#)

[PLTW Agreement Program Requirements](#)

[Program Support Overview](#)