



STUDENT GRANT APPLICATION

Years 1 & 2

Turning your idea into action!

Have an idea that could make a difference at BISB?

The BISB Parent Association student grant programme gives you the opportunity to turn ideas into action.

Whether you would like to create something new, improve something at school or support others, we want to hear about it!

Use this proposal to share your idea, explain why it matters, and show how you could make it possible.

This guide is designed to help you think through your idea. You do not need to have everything figured out — ideas develop along the way!

Please send the completed application together with any supporting documentation to the Parent Association via email to parent.association@bisboston.org

1 Student Information

Student name(s):	
Age / Grade:	
Teacher supporting your proposal:	
This is a:	☐ Individual student project ☐ Group student project
Other students involved (if group project):	

2 Your Idea

What would you like to create, change, improve, or start at BISB?

What should we call your idea? (Proposal) title:

Tell us about your idea in your own words. A parent or teacher can help you with this. You can also draw a picture of your idea on separate sheet of paper

Why do you think this is a good idea?

- ☐ There is something I think could be improved
- ☐ There is a problem students or families experience
- ☐ I want to help our school or the environment
- ☐ I want to help other people
- ☐ Something else (please specify)

Who do you think your idea will help?

- ☐ Students
- ☐ Teachers / staff
- ☐ Families
- ☐ School community
- ☐ Wider community

Other:

3 Your Plan

How would you make your idea happen?

Break your idea into simple steps. Don't worry about having the perfect plan — we know ideas develop along the way.

First I/we could:

Then I/We could:

After that, I/we could:

4 Who Could Help?

Who do you think could help with your idea?

- ☐ Students
- ☐ Teachers / staff
- ☐ Families
- ☐ School community
- ☐ Wider community

Other:

How could they help?

5 Resources & Budget

What would you need?

List any resources, equipment, materials, space, technology, or other support you might need.

- ☐ Material or supplies (list below)
- ☐ Equipment (list below)
- ☐ A space at school
- ☐ Access to technology
- ☐ Help from people

Something else:

Your Supply List

What might we need to buy and how much might it cost?

It's okay if you do not know the cost. A grown-up can help with this part. Could anything be borrowed or reused?

Item / Description	Estimated Cost	
	\$	
	\$	
	\$	
	\$	
TOTAL	\$	

6 Timeline

When would you like to start and finish your project?

Please note: this process doesn't happen overnight — good ideas take time to develop!

Proposed start date	
Proposed completion date	

7 How Will You Know It Worked?

How will you know whether your idea has worked?

Think about what you could measure, count, or observe. For example:

- ☐ People use it
- ☐ People enjoy it
- ☐ We ask people what they think
- ☐ It helps someone or makes something better
- ☐ We can see a difference

8 Student Commitment

Why are you the right person or group to make this idea happen?

Tell us what you can bring to the project — skills, experience, enthusiasm, teamwork, or commitment.

9 Teacher Comments & Confirmation

Please explain why you believe this student / group is ready to develop and present this idea.

Teacher confirmation

I confirm that I have discussed this proposal with the student(s) and am willing to support them to deliver this idea.

Teacher name:	
Signature:	

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Senior Leadership Team Review

The proposal must be reviewed and signed off by the school's Senior Leadership Team before it is submitted for presentation to the Parent Association Board.

Name:	
Date / comments:	

Any comments / suggestions: