

**Westerville Education Foundation Grants Fall 2020**

**Grant proposals must be submitted, via email, to your supervisor/principal for their review and potential endorsement on the attached Endorsement Form. Principals must submit BOTH the application and their endorsement sheet to Kenneth L. Wright via email at WEFGrants1@gmail.com. Grants may only be written and submitted by WCS faculty, staff, and students. Applications submitted by students may be forwarded to the Westerville Student Education Foundation, a student-driven subset of The Westerville Education Foundation, for additional consideration. The criteria on which the applications will be evaluated are included in the Appendix at the end of the application. Deadline for submission is Friday, October 16, 2020.**

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| **Name(s):**  |  | **School Name(s):** |  |
| **Email(s):** |       | **Principal(s)/Supervisor(s):** |       |
| **Amount of Funding Requested:** |  | **Total Cost of Project (including funding from other sources):**  |  |
| **Fall Grant Cycle award notifications will be sent during the week of November 30. Grant funds will be made available by Tuesday, December 1. Applicants are asked to provide a j.peg photo of themselves (or a group shot if there are more than one applicant) for marketing and publicity purposes once the grants are awarded. Additionally, please provide the building principal’s email address for secondary notification.****Please include the Title of the Project at the end of the file name as follows: “WEF Grant Proposal Fall 2020\_Title of Project”** | **Alternate email address:** |
| **Principal’s email address:** |

|  |  |
| --- | --- |
| **Title of project:** |  |

**Student Impact Information:**

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| **School(s) impacted** |  |
| **Grade level(s) impacted** |  |
| **Approx. number of students impacted** |  |

**Grant Criteria: *Grants will be awarded based on the criteria defined in the questions below.***

**Criteria 1: Description of project** (Provide a detailed description of the proposed project and, as appropriate, cite sources of evidence/models you will be implementing. Discuss what significant materials/costs you will be incurring and why. Where appropriate, please provide links to materials/technology web sites.)

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**Criteria 2: What need is this project addressing? Which Building or District goal does this address and how? How does the project align with current Building or District curricular/instructional goals?**

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**Criteria 3: What is the potential impact of this project on students/student learning – what are your anticipated student learning outcomes?**

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**Criteria 4: How is this grant innovative or unique for the Westerville School District?**

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**Criteria 5: How will you assess the student learning outcomes at the conclusion of the project? What measures will be used to provide evidence of the extent to which the strategies you employed had an impact on students?**

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**Criteria 6: What is your timeline for implementation? Funding will be made available in December 2020. *Grant recipients will be expected to complete an informal, interim report to your Grant Liaison (2-3 months after the beginning of the project) and an End of Project Report Form at the completion of the grant.***

**Based upon the 2020-2021 school year and the awarding of grants during the week of December 1, 2020, when will you …**

**Begin the project:**

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**Complete the 2-3-month Interim Report (by phone or email) with your Grant Liaison:**

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**End the project:**

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**Assess the effectiveness of the project:**

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**With final reports due 30 days after the completion of the project, when will the report be submitted to the Grants Committee?**

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**Criteria 7: If you expect to continue this project beyond the grant, how will it be funded after grant monies are expended? Will there be ongoing maintenance costs associated with equipment or materials purchased on this grant (e.g., replacement bulbs, batteries, renewal of software licenses, etc.)? If yes, how will these be supported?**

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**Criteria 8: How do you propose to share the results of your assessment of the effectiveness of this innovation with your colleagues (e.g., presentations at your school, on Waiver Day, etc.)?**

Click here to enter text.

**Budget
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**Provide a detailed itemized budget for the implementation of the project. Include your entire project budget (including costs beyond those that can be supported by this grant for which you are seeking other funds). Please indicate by placing a check in the final column those budget items for which this grant is sought.**

**Please review the funding guidelines in the Appendix to ensure an understanding of items that the Foundation does and does not fund.**

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| **Budget Item** | **Description/Details** | **Amount** | **WEF Grant Request?** |
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| **TOTAL** |  |  |  |

**Have you applied for funding from other sources? Y** **[ ]  N** **[ ]**

**If so, please list sources and amount of funding.**

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| **Source** | **Amount** |
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**Grant Summary
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**In addition to the applicant’s photo (or group photo), please provide a 2 – 3 sentence summary statement for use on the Westerville Education Foundation website, social media platforms, and in media releases:**

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**VIDEO SUPPORT DOCUMENTATION: Applicants may submit a short, interactive video (five minutes or less) to summarize and/or present the merits of the grant, also.**

**Grant funds come from WEF’s annual events (such as the Bowl A Thon and An Artful Affair) and employees’ payroll deduction to the Westerville Education Foundation (contact Nicole Marshall at marshalln@westerville.k12.oh.us if you would like to make a payroll deduction to the Foundation).**



 **Grant Endorsement**

**Supervisor/Principals – please complete the following checklist and**

**submit it WITH the grant application. If there are multiple**

**principals/supervisors, each must submit a separate endorsement.**

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| **Supervisor/Principal Name:**       |

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| **Grant Author(s):** |  | **School Name:** |  |

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| **Amount of Funding Requested from WEF:** |  | **Total Cost of Project:**  |  |

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| **Title of project:** |  |

**My signature indicates that this grant application is aligned with the building and/or district’s goals. I approve the submission of this Westerville Education Foundation Grant.**

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**Signature of principal/supervisor**

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**Date**

**Appendix**

**Grant Evaluation Rating**

2 = The grant proposal MEETS this category’s description.

1 = The grant proposal meets SOME of the criteria in this category’s description.

0 = The grant proposal is DOES NOT MEET this category’s description.

**Grant Evaluation Criteria**

* Clearly defined need
* Direct impact on students
* Qualities include some or all of the following:
	+ Broad impact
	+ Enduring
	+ Innovative
	+ Creative/Unique
* Clear implementation timeline
* Accountable budget
* Effective evaluation plan

**Grant Funding Guidelines**

The Westerville Education Foundation provides grants to teachers, staff, and students within the Westerville City School District. The purpose of these grants is to fund innovative activities and programs that enhance educational opportunities for Westerville City School District students.

Contingency Funding

1. The Board reserves the right to fund a grant contingent upon changes to specific aspects of the request. These requested changes will be communicated to the grant applicant. Once the changes have been made, the Board will reconsider the grant for approval. The Board also reserves the right to fund grants contingent on acquisition of other funding that is outlined in the grant. Once the other funding has been confirmed, the Board will release the funds for the WEF portion of the grant.

Transfer of Grant Awards

1. Should a grant recipient move out of the school of record or out of the Westerville City School District prior to the grant being executed, the Board reserves the right to approve transfer of the grant to another school within the Westerville City School District or to another teacher at the school of record. The Board will consult with the principal of the school of record to determine the best course of action.