



Wanaque Haskell Education Foundation

Grant Proposal Process and Application

Introduction:

The Wanaque Haskell Education Foundation is a not-for-profit, community supported organization dedicated to enhancing the quality of education in the Wanaque and Haskell public school system by providing funding to support exceptional and extraordinary educational and cultural programs.

To that end, the Education Foundation will accept grant proposals from teachers and administrators for implementation during the current grant cycle. Proposed projects should be educational or innovative in nature and compliment the regular academic curriculum. Grants are limited to \$1500 per person or \$3500 per department.

To qualify for a grant, each proposal should meet the following broad criteria:

- 1 Benefit a broad number of children in Wanaque and/or Haskell Schools.
- 2 Foster intellectual or creative development.

All proposals are to be submitted to the building principals **no later than December 10**. (Late submissions will be deferred until the next grant cycle.) The building principals and superintendent will select those projects that they feel best meet the criteria established by the Education Foundation. Recommended proposals will then be submitted to the Education Foundation's Grant Committee for review and approval. (If you have any questions, please email Grant Committee Chair, Heather Murphy (heathermurphy@optonline.net)). Grants will be awarded during the months of December and May of each school year.

All grant proposals must be submitted using this application. In order to make your proposal as complete as possible, please submit any supporting documentation available in electronic format (e.g.: Excel spreadsheet, PDF file, TXT file, etc.). In addition, we ask that you either give us web addresses or scan any supporting documentation for your grant and forward as well. Upon submission of a grant proposal you may be contacted by a school administrator, or a Foundation Trustee for additional information or clarification.

It is not the intention of the Trustees to fund grants for items which are the direct responsibility of the Board of Education, such as textbooks, core curriculum materials, salaries, building construction or maintenance.

GRANT APPLICATION (must be typed)

Program/Project Name:

Name of Teacher(s) or Administrator(s) Submitting Proposal (if joint proposal, please list all names):

School(s): **Haskell:** ☐ **Wanaque:** ☐

Grade Level(s) Impacted: K ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐

Type of Program/Project:

(classroom project, speaker, equipment, etc):

Number of Students Involved:

Number of Teachers Involved:

Project Duration:

Beginning Date:

End Date:

Briefly summarize the grant and describe a typical day using the program/project with the students.

What are the overall goals for the grant?

Will the grant exceed one calendar year? If so, explain length and amount of financial commitment requested.

Describe why this grant should be selected for funding, how it will enhance the current curriculum and how it will foster educational or creative development.

Are there opportunities to incorporate this project/program into the existing curriculum now or in the future? Please describe.

Please include any relevant background on the program/project such as suggested reading material, website, etc.

Do you have a suggestion for publicizing the significance of the grant and the ultimate outcome?

Budget Items

Total Amount Requested (including any shipping costs): _____

Please attach a breakdown of budgetary items including the following expenses:

Fees/Salaries*

Project/Program Expenses (materials, equipment, printing, insurance, etc.)

Other Costs (e.g. shipping, transportation, etc.)

Ongoing Costs (if grant exceeds one calendar year)

Please include documentation for all items listed above.

Note: It is not necessary to use school-approved vendors. Please research to find the best possible price. Finding the lowest possible pricing allows the Education Foundation to offer more grant opportunities.

**** WHEF will not fund compensation for district teachers. Salaries/fees may be paid for speakers, artists-in-residence or other experts who might be brought into the project.***

Principal(s) Comments:

Recommend: _____

Date: _____

Superintendent Comments:

Recommend: _____

Date: _____

Technology Administrator Comments:
(only if applicable)

Recommend: _____

Date: _____

WHEF Grant Committee Comments:

Recommend: _____

Date: _____