

GLENVIEW EDUCATION FOUNDATION

2011-12 GRANT APPLICATION FORM

Supporting District 34's Tradition of Educational Excellence

Application Deadline is October 24, 2011

Applicant Information

Applicant Name(s): _____

Position: _____

School/Affiliation: _____

Work Phone: _____

Contact Email: _____

Email addresses for all additional Participating Educators: _____

Date: _____

My principal/supervisor has approved this proposal: ___yes ___no

Project Information

Project Title: _____

Start Date: _____

School(s) and Grade Level(s) where project will be implemented:

Executive summary:

Succinctly describe the nature of the proposed initiative.

Detailed Explanation of the Project:

1. **STAR Initiatives:** Identify the extent to which the project directly supports one or more of the STAR Initiatives (Science Enrichment, Teacher Investment, At-Risk Support, Readiness Skills) and explain what the students are going to do. If your proposal involves the purchase of materials, explain how you will use the items and if your proposal involves teacher investment, explain how you will apply and share the knowledge you gain.

2. **Scholastic Impact:** Explain how the proposed initiative changes the way this subject or material is currently taught. Ideally, this section will include or provide reference to data or other information (e.g. experience in other school districts) that supports the anticipated benefits of this project.
3. **Scale, Scope and Duration of the Project:** Describe the scale, scope, and duration of the proposed initiative. Include the number of teachers/instructors collaborating on the project, the number of students expected to directly benefit, the anticipated timeframe to implement the program, and the time horizon for assessing the outcomes from these efforts.
4. **Clear Measures of Success and Assessment Strategy:** Identify your plan and timeline for implementing your project and how you will evaluate the key benefits and ultimate success of your project.
5. **Practicality and Feasibility:** Explain why you believe the proposed initiative is a practical and cost-effective means of securing the anticipated benefits.
6. **Budget:** Provide a detailed budget reflecting all expenses (and timing) believed necessary for successful implementation. Include:
 - Number of staff hours to prepare and implement the project, each staff member's hourly rate, and total cost of staff compensation;
 - Cost of all materials or equipment, including shipping and installation costs if applicable;
 - Cost of any required licenses or permits;
 - Warranty costs;
 - Travel expenses;
 - Training/development fees;
 - Other notable items or expenses.

Additional budget considerations:

- Include copies from material suppliers clearly showing costs and shipping fees.
- Do not include taxes for material suppliers as the GEF is a tax-exempt organization.
- If recurring/ongoing funding is expected from GEF to sustain this program for a reasonable period, identify the projected length of time funding would be needed and break out future funding as a separate line item in your budget.
- Identify whether additional District (non-GEF) funds or other resources are in place or being sought in support of your initiative.

Itemized Budget:

ITEMS	COST
Total Cost	\$

Please submit your grant application as an electronic attachment to GEF at grants@gef34.org. Electronic applications are available on the District's intranet site as well as at www.gef34.org.