Glenview Education Foundation
Grant Application

The following questions are included on the application. The actual application is a Google Form; you will need to enter your information on the form for your application to be considered. The form can be found at https://www.gef34.org/grants.

Instructions

To complete this application, fill out all required fields below. Click the "submit" button at the bottom of the page after you have finished entering all your information. You will not be able to make changes after submitting the form.

Attachments in support of your application must be sent by e-mail to grants@gef34.org no later than the application deadline. You will be sent confirmation of receipt of your application.

You may submit your application at any time. Early submission is appreciated and encouraged to allow adequate time to review your application and ensure that all required information has been included. Incomplete applications may not be considered for funding.

- Applicant Name(s)*
- Contact Person/Position*
- School/Affiliation*
- Work Phone*
- Contact e-mail*
- E-mail addresses for all additional Participating Educators
- Grants cannot be considered without the knowledge of the appropriate members of administration. Therefore, please answer the following questions.
  - My Principal/Supervisor has approved this proposal
  - If this is a Curriculum-related proposal, has the proposal been reviewed by the Assistant Superintendent for Teaching and Learning?
  - If this is an IT-related proposal, has the proposal been reviewed by the Executive Director of Instructional Innovation?

Project Information
- Project Title*
- Start Date of Grant *
- When do you anticipate your grant will be completed and grant report filed?* (This information will help us to close out our financial obligations.)

- School(s) where project will be implemented*
- Grade Level(s) where project will be implemented*
- Approximately how many students will benefit from this project? In how many classrooms?
- Executive Summary (In just a few sentences, succinctly describe the project you are proposing.)
- Amount Requested for Grant:

For the next section of the application, applicants will ONLY complete the questions for one of these 3 paths, based on the type of proposal they are submitting:

- Student Success: Pilot programming to enrich curriculum

  - What will students be doing as part of your proposed project?
    - *Examples: Students will learn to write using the Writing Workshop Method as outlined by Lucy Calkins; Students will design engineering solutions to physics problems and use the 3-D printer to build the object or device they design.*
  - GEF funds innovative, pilot projects. What opportunities would this grant provide for you and your students that do not currently exist?
  - Identify how you will evaluate the key benefits and ultimate success of your project.
    - *Please be realistic about results that can be seen in the timeframe of this grant. What benefits do you hope to see during this timeframe? How long do you predict it will take for the project to yield meaningful results for students?*
  - Outline the steps of how, and approximate dates of when, you will implement this project.

- Educator Growth: Opportunities for individual/small group professional development, collaboration, and leadership that lead to student success

  - What will the educators be doing as part of your proposed grant request?
    - *Examples: Educators will attend a one-week conference to learn how to implement writing workshop in their classrooms; Educators will attend a one-day training on using new math manipulatives in their classroom.*
  - What opportunities would this grant provide for you and your students that do not currently exist? Be specific about how and in what ways will students benefit from the training that you will bring back to the classroom.
  - Identify how you will evaluate the key benefits and ultimate success of this work.
    - *Please be realistic about results that can be seen in the timeframe of this grant. What benefits do you hope to see during this timeframe? How long do you predict it will take for the project to yield meaningful results for students?*
  - Outline the steps of how, and approximate dates of when, you will implement this project.

- Community Involvement: Opportunities for parents and other community members to enhance student learning

    - Describe the experience you are proposing and how it will involve members of the community beyond the school building (parents and/or the larger community).
        - *Examples: Parents will participate in a college visit with their middle schoolers; School will host a reading night for bilingual families.*
    - What opportunities would this grant provide that do not currently exist for students?
    - Identify how you will evaluate the key benefits and ultimate success of your project?
        - *Please be realistic about results that can be seen in the timeframe of this grant. What benefits do you hope to see during this timeframe? How long do you predict it will take for the project to yield meaningful results for students?*
    - Outline the steps of how and approximate dates of when you will implement this project.

Everyone completes the budget details at the end of the application

Budget
Provide a detailed budget reflecting all expenses 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. Please note GEF will use the District 34 contract rates (which vary on the work being done) as a guideline. However, the actual compensation rates will be at the discretion of GEF.

- Cost of all materials or equipment, including shipping and installation costs if applicable; cost of any required licenses or permits; warranty costs; training fees.

- Travel expenses (including flights, transportation to/from airports, lodging, meals, conference registration);

- Other notable items or expenses.

(Do not include taxes for items to be purchased, due to tax-exempt status of D34 and GEF)

Please attach a Google Docs, Sheets, MS Word, Excel, or pdf of your budget. If you cannot attach, please email the budget to grants@gef34.org.

Additional Sources of Funding – Identify whether additional District (non-GEF) funds or other resources are in place or being sought in support of your initiative (such as Title 1, PTA).