

WALTHAM EDUCATION & BEYOND FOUNDATION

SALLY ELIZABETH PETERS ENRICHMENT PROGRAM

GRANT PROPOSAL – Up to \$5,000

DEADLINE is SEPTEMBER 16, 2011 email form to grants@waltham-ebf.org

1. *Project Overview:* Please provide a brief summary of your project in 200 words or less. This will be used in future publications.

2. *Brief Description of Project:* Please describe your project in detail by addressing Items a-g. Your response should not exceed 3 pages, typed.

a. Define educational need(s), scope of need(s), how need(s) was determined:

b. Goals and Objectives: Include 2-3 measurable objectives (i.e. what do you hope to achieve and/or produce?)

c. Relevance to curriculum:

d. Major activities and targeted population:

e. Desired outcome:

f. Method for evaluating success:

g. Unique elements; ability to replicate; other comments:

3. Timetable of project (start and completion dates; major activities and/or events; final report):

4. Personnel and responsibilities of each (include faculty, parents, outside professionals)

5. Budget (include total budget and breakdown of how much will be spent on materials and equipment, speaker fees, and other expenses, please be as specific as possible):

Materials: \$ _____

Equipment: \$ _____

Total: \$ _____

6. If the project could be implemented with partial funding how much would be needed:

6a. Please identify the specific parts of the project that could be partially funded:

7. Budget timetable (indicate the amount and the months) funding would most likely be needed:

Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Sept.	Oct.	Nov.
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

APPROVALS

Please submit your grant application for approval before sending to the Curriculum Office.

Signatures:

Applicant/Title

Date:

Department Head

Date:

Principal

Date:

Asst. Superintendent of Curriculum

Date:

- You will be informed by mail if you have been chosen to receive a grant. Please do not contact the WEBF.
- EQUAL OPPORTUNITY LAW: WEBF ensures that no person shall be excluded from participation in, denied benefits of, or subjected to discrimination under any education program on the basis of race, color, religion, disability, national origin, sex or sexual orientation.