

**WOODSTOCK EDUCATION FOUNDATION
GRANT REQUEST APPLICATION**

Benefactor Grant Application

(up to \$2,000 awarded per grant)
Deadline: Awarded on a rolling basis

Barbara E. Wright Founder's Grant Application

(up to \$5,000 awarded per grant)
Deadline: November 15th of each year

- Please **circle** the grant that you are applying for above and complete the form below. Sign the form as the grant requester.
- Email or bring the completed form to the WMS or WES main office. The office staff will request signatures, scan and email your grant form to the WEF.
- NOTE: The WEF meets monthly to consider grant requests. Rolling grant requests must be received by the WEF on or before the 15th of the month in order to be considered at that month's WEF meeting. If your grant is approved for funding, you will receive an email from the WEF with detailed directions with next steps.

Grant Title: _____

Application Date: _____ **Applicant(s):** _____

Grade(s) and/or Subject(s) Taught: _____

Project Start Date and Duration: _____

Daytime Phone Number: _____ **Work Email:** _____

Project Overview:

Briefly describe your project concept and its innovative or creative qualities. Please describe how it will engage students, enhance their learning and the curriculum, or promote advancement of skills that support the goals of the Woodstock Education Foundation.

Projected Number of Targeted Students:

Number directly involved in project: Students _____ Teachers _____ Grade levels _____
Number indirectly impacted: Students _____ Teachers _____ Grade levels _____

Requested Grant Amount: \$ _____ Date by which funds are needed: _____

Please list your project goals (you may list as few as one and up to four):

1. _____
2. _____
3. _____
4. _____

How will this project be implemented?

How will know that you've met your project goals?

Should your grant application be approved, will the program be able to sustain itself after the grant has expired?
If yes, how?

Have you sought funding from other sources (i.e. PTO, other grants)? If yes, please describe those sources and how this grant would work with those funds.

On a separate sheet, ***please provide an itemized list of the components, materials, or supplies that make up the grant request, and their associated costs, and any other expenses you anticipate for the project.*** List each item on one line and the associated/estimated cost next to it. If you have other funding sources or gifts-in-kind, please list those as well.

Responsibilities of Grant Recipients:

The applicant (grant recipient) is required to meet WEF regulatory requirements as stated by the IRS, and to submit a completed WEF Evaluation Form within three (3) months following completion of the project. The WEF Evaluation Form can be downloaded from our website, www.woodstockeducationfoundation.org and provided to the main office.

Signatures of Approval:

Grant Applicant _____ Date: _____

WES or WMS Principal _____ Date: _____

Superintendent _____ Date: _____