

Newberg Education Foundation

Grants for Schools Program – Grant Application

Submission Date: **October 16, 2009**, in the District Office
Award Date: November 2, 2009

The Newberg Education Foundation's (NEF's) Grants for Schools Program awards grants for projects designed to enhance the basic curriculum, the academic program, or co-curricula in the Newberg School District. Projects favored are those that enrich or extend the curricula, have longevity of use, and impact the greatest possible number of students.

Please review the following application guidelines:

- Applicants must use the accompanying form.
- Applicants must be employees of the Newberg School District.
- All materials purchased with Grant for Schools funds become permanent property of the receiving school, not the Requestor.
- All equipment obtained thru this grant must be labeled "funded by the Newberg Education Foundation."
- All materials purchased with Grant for Schools must be used during the current school year.
- Applicants are encouraged to seek additional funding for more costly projects.
- Grant recipients must complete and return a grant evaluation form within 30 days of completion of the project to remain eligible for a future award.
- Field trips, transportation, food, rewards, events, or expenditures typically within the district's budget will not be considered.
- The NEF office must be informed, at once, of any difficulties associated with carrying out the project for which NEF funds were granted.

Applications must be received either in the NEF District office mailbox, faxed to 503-538-4374, or e-mailed to nef@newberg.k12.or.us **no later than Friday, October 16, 2009** or they will not be considered.

2008 - 2009 NEF Grants for Schools Application

Project title _____

Main Contact _____ School _____

E-mail _____ Phone _____

Grade level(s) _____ Subject area _____

Other requestor(s) and position(s) _____

Number of students actively involved in project _____

Other financial support _____

Amount requested _____

Please provide the requested information (2 pages maximum in 12 pt or larger font). Attach copies of catalogs or other information as needed to explain this project.

- Describe the project, equipment or materials requested.
- In what way will this project extend or enhance your curricula?
- Who will benefit from the grant? How many students? Over what period of time?
- What do you expect will be the project's long-term outcome?
- What other sources of funding are secured for this project? Please attach a letter from this co-supporter.
- Provide a detailed budget for this project.
- Attach any other information you think may be useful.

Yes, I have reviewed this grant proposal with the applicant and confirm that there is building approval/support for this project.

Building administrator