



**Grant Application
2018**

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OVERVIEW

The Westerly Education Endowment Fund (WEEF) was founded in March of 2001 by a group of concerned Westerly citizens in partnership with The Rhode Island Foundation. Its purpose is to augment educational opportunities within the community of Westerly and to offer the opportunity for an enhanced educational experience to all Westerly students. The town of Westerly is the first in the state to partner with The Rhode Island Foundation to build a permanent endowment for the public schools.

The goal of the Fund is not to replace the school budget, but to expand projects, programs, and services beyond those currently offered for students in Westerly's public schools.

Grants from the Westerly Education Endowment Fund may support a broad range of projects and services proposed by students, teachers, administrators, parents or members of the community of the Westerly School District — any individual or organization that works toward enhancing the educational experience in Westerly public schools.

WEEF GRANT COMMITTEE PROCESS

In order to promote community involvement, The Westerly Educational Endowment Fund has structured the operational framework with a keen focus on the educational needs and requests from the community. The requests should drive the grant selection process.

The Grant Committee is comprised of several members of the WEEF board and Westerly residents who are active in community affairs. Each member of the Grant Committee brings a unique perspective and varied professional and educational experience to the process of reviewing and approving grant proposals.

All applications are reviewed based upon specific criteria and evaluated against a scoring rubric (see Appendix). The Grant Committee approves or declines each request and subsequently allocates a portion of the annual available funds to approved grants. The total available funds vary each year and is subject to investment management by the Rhode Island Foundation. The Rhode Island Foundation notifies the Westerly Educational Endowment Fund as to the total available funds for grants each year based upon a formula. This calculation is derived from a percentage of average assets in the fund over a number of years.

On behalf of the Westerly Education Endowment Fund Board, the Grant Committee will make recommendations on all grant awards. All grant recommendations are subject to final review and approval by the Rhode Island Foundation Board of Directors, One Union Station, Providence RI 02903.

GRANT GUIDELINES

1. ELIGIBILITY

Individuals or organizations whose goal is to enhance the educational experience in Westerly public schools are eligible to apply. Preference will be given to proposals that are submitted by students, teachers, administrators, staff, parents or members of the community of the Westerly School District.

Proposals should augment the educational experience for students of the Westerly public schools and should not request money to replace existing public funding for the school. **Preference will be given to proposals that request funding for direct costs of new initiatives. Volunteerism and matching funds, either monetary or in-kind, are encouraged by WEEF.**

2. PARAMETERS

- WEEF strives to support projects in their initial stages. Grants are provided on a one year basis. Under exceptional circumstances we will consider funding the same project for future years at a reduced rate.
- WEEF will not fund state or district mandated projects. This includes senior projects.
- WEEF supports projects that involve transportation, but we do not directly fund transportation.
- WEEF does not support stipends for faculty members.
- Generally WEEF will not fund travel expenses or stipends for outside vendors, but may consider unique circumstances where funding will provide a large benefit.
- WEEF will not fund other foundations.
- WEEF requires the Technology Director's signature for all grants requesting funds for Technology.

3. JUDGING CRITERIA

All applications will be judged on the following criteria:

- Educational Value
- Community Connection and Project Feasibility

Please refer to the scoring rubric used by the grant committee for more detail of each criterion. The rubric will **ASSIST** the Committee in considering grant applications.

4. AWARDS

While there is no limit on individual program requests, WEEF's funding is subject to a formula set by the Rhode Island Foundation.

5. PROPOSAL DEADLINE

Grant proposals must be submitted no later than **Sunday, July 1, 2018.**

THE WESTERLY EDUCATION ENDOWMENT FUND

INSTRUCTIONS & APPLICATION PROCESS

Complete “Application Cover Sheet” and “Short Answer Questions” found in the appendix and send them along with the following separate materials:

1. A **narrative description** of the project, including the purpose, anticipated results, educational benefits to the community, and a timeline.
2. A **detailed budget** containing your project costs. Specify any other grants or funding being sought in support of the project.
3. All grants must adhere to the guidelines and restrictions presented on Page 4 of this application.
4. Applications from teachers must be **signed by a principal or building administrator**.
5. Grant proposals must be submitted no later than **Sunday, July 1, 2018**.

The grant committee requests that you **email the proposal and other materials in one PDF or Word Document to westerlyeef@gmail.com**. If you do not have access to a scanner for the signed portion of the application or are unable to email, then you may mail it to the following address:

Westerly Education Endowment Fund
P.O. Box 1219
Westerly, Rhode Island 02891

6. Notification of funding will be made by August 15th via a grant letter from the grant committee.
7. Grant recipients will be required to submit a progress report using WEEF's “Progress Report Format” within sixty days of completion of their project.

FOR MORE INFORMATION

About Grant requests and application procedures, contact:
Fran Prescott, Co-Chair Grant Committee - prescott.haru@gmail.com
Deb Ventresca, Co-Chair Grant Committee - dventresca@cox.net

About The Rhode Island Foundation’s role in supporting the Westerly community, contact:

Funds Administrator
The Rhode Island Foundation
One Union Station
Providence, RI 02903
(401) 427-4017



**WESTERLY EDUCATION ENDOWMENT FUND
APPLICATION COVER SHEET YEAR 2017**

PLEASE ATTACH THE FOLLOWING TWO PAGES AS THE COVER FOR YOUR PROPOSAL

The Westerly Education Endowment Fund (WEEF) is a component fund of the Rhode Island Foundation with a local advisory council not affiliated with the Westerly School Department or the Westerly School Committee. The goal of the Fund is not to replace or be a substitute for public support for the School's budget, but instead to enhance the projects, programs and services for students in the public schools in Westerly. All applications will be reviewed by the WEEF Grant Committee and are subject to final review and approval of the Board of Directors of The Rhode Island Foundation. All decisions pertaining to requests, both approvals and denials, are final decisions.

WEEF will accept applications from individuals and organizations operating in the Westerly community for a charitable purpose. Please ensure your application follows all guidelines/restrictions.

Applicant Information

Person completing application (Individual(s) or Organization)

Applicant's Work Address including City/State/Zip

Applicant's Home Address including City/State/Zip

Applicant's Phone Information:

Work Phone Number:

Home or Cell Phone Number:

Fax Number:

Applicant's E-Mail:

Principal or building supervisor signature: _____

Authorized Official/Principal/Supervisor Telephone: _____

All Grants Requesting Funds for Technology must be submitted with the Information Technology Directors signature: _____

Application Profile

SHORT ANSWER QUESTIONS

Please answer ALL of the following questions and include this as the second page of your grant application along with your detailed grant proposal.

Please provide a short name for your grant request (PLEASE INCLUDE THIS NAME IN THE HEADER OF EVERY PAGE OF YOUR SUBMISSION, along with the applicant's last name):

Please provide a brief description of your project:

What grade level(s) will be impacted by this project?

What school(s) will benefit from this project?

Please place a checkmark beside the area(s) that will be covered in this project. Then identify the category that the funding will **primarily be used for** by circling it.

Innovative Instruction

Adult Education

Cultural

History & Government

Languages

Life & Study Skills

Mathematics & Business

Performing and Visual Arts

Reading & Literacy

Science and Technology

Sports & Recreation

Vocational & Technical

Other - Please Explain: _____

How many students do you feel will be impacted by this grant in the first year? _____

What is the expected longevity of this grant without future WEEF funding? For example, if the grant is for music equipment, what is the expected life span of the equipment? If the grant is for a one year program please indicate as such: _____

If this is a project that will be in effect for more than one year, then please approximate how many students will be impacted by this grant over its lifespan, including the first year: _____

What is the total amount you are requesting **from WEEF**? _____

Are you requesting funds from any other sources for this project? Please elaborate: _____

