

Niskayuna Central School District Education Enrichment Fund Grant Application

Eligibility

Niskayuna Central School District teachers, groups of teachers, administrators and other school staff are eligible to apply for Education Enrichment Fund (EEF) grants. Funding may be requested for partnerships with appropriate outside organizations, community members, students or student groups, but the primary applicant must be employed by the Niskayuna Central School District.

Criteria

See the grant application cover letter for the grant criteria. Grant criteria are also available online at: <http://www.niskayunaschools.org/community/EEF.cfm>

Awards

This school year the EEF has approximately \$5000 and will fund as many grants as possible. Please note that any items purchased with grant funds will become property of the Niskayuna Central School District.

Application Submission

Applications received by September 15, 2016 will be reviewed by the EEF Advisory Committee,

Applicants should email their scanned application to David Orcutt, NCSD EEF Grant Application Chairperson, at NEEFgrant@gmail.com. Applicants also need to ensure that the School District Approval (part 6) is sent to the above contact by the application deadline. An email will be sent acknowledging receipt of the complete application.

Notifications

Applicants will be notified of their award status by November 15, 2016.

Evaluation and Review

Grant recipients are required to complete their grant within 1 year of acceptance and submit an evaluation report upon completion of the program or project.

Please Direct All Questions to: David Orcutt at NEEFgrant@gmail.com

Niskayuna CSD Education Enrichment Fund Grant Application

Applicant Information

Date of submission _____

Name _____

School or Department _____

Title _____

Email _____ Phone _____

Additional Applicants (please include titles or relationship to school district) _____

Project Information

Project Title _____

Amount Requested \$ _____

School District Approval (may be submitted separately before the grant deadline)

Approval of Building Principal or Department Head

Signature

Date

Title (please print)

Building Principal or Department Supervisor's rating of the program:

Benefit of this program to students: Low Medium High

Feasibility of this program: Low Medium High

Principal or Department Head Comments (optional):

Proposal (Attach a separate PDF; please be sure the file is saved as the applicant's last name and project title)

1. Project Summary: Describe your project in a clear and concise manner, highlighting its compelling, creative and forward-thinking aspects. This abstract may be used by the EEF online and in future publications (Maximum 300 Characters)
2. Detailed Project Description (Maximum of 3 pages) Please indicate:
 - How grant funds will be used
 - Specific educational goals and benefits for the project
 - The population that will be served (include an approximate number of students)
 - The proposed staffing for the project and the names and titles of key staff members involved
 - How you will measure the impact of your project and determine if the goals were met
3. If applying for support for a professional development activity, please supply a plan to disseminate information regarding learned objectives to colleagues in the NSCD.
4. Please list other department(s) consulted (if any) in your preparation of this application (technology, facilities, special education, etc.)

Budget Details and Justification (Attach a budget to your proposal according to the guidelines below, either as a separate PDF or within the proposal PDF. If including as a separate file, please save as applicant's last name, project title and budget).

1. Describe specific projected expenses (examples include supplies, book titles, equipment, software, travel, training, etc.)
 2. Other sources of funding for the project, including amounts and whether the sources are committed or pending decision
 3. Use for the equipment/technology or other purchased resources after the program ends or, if the program is intended to continue, the source of future funding
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