

Complete This Application Form and Submit to: grants@aefionline.com

Please proofread all proposals before submission.

- 1. *Project Overview:* Please provide a brief summary of your project in 200 words or less (see page 2 form field to enter). This will be used in future publications that promote your project.**
- 2. *Project Description:* Describe your project in detail (see page 3 form field to enter, maximum of 3 pages) by responding to the following:**
 - A. *Educational Issue:* Describe the educational need(s) this project addresses.**
 - B. *Goals & Objectives:* Describe the ultimate goal of the project and several specific objectives of the project.**
 - C. *Activities:* Describe the procedures and/or activities for implementing this project. This should be done in detail since this description will be of particular importance to the AEFI Grants Committee. If using a consultant, specify his/her role in the project. Attach a copy of the consultant's resume to your proposal.**
 - D. *Innovation & Collaboration:* Specifically describe the ways in which your proposal reflects one or more of the following:**
 - An innovative approach to solving a problem
 - A collaborative approach to addressing an issue or need
 - E. *Dissemination:* Describe plans to share your findings with your colleagues, the Foundation, parents and the community at large**
 - F. *Publicity:* How will you publicize your project/grant? Please be specific. (See Section 6, Item D)**
- 3. *Evaluation:* How will you know whether or not this project was successful? Explain what factors will be evaluated and the methods of evaluations (*data, surveys, journals, photographs, etc*).**
- 4. *Budget:* Complete the budget form (see page 5).**
- 5. *Timeline:* Outline the time required for the implementation of this project (see page 6).**
- 6. *Understanding:* By accepting funds, awardees agree to:**
 - A. Engage in the AEFI evaluation process;**
 - B. Seek approval from AEFI for changes in the implementation or focus of the project; if the staff involved in the grant changes, notify AEFI.**
 - C. Provide photos, testimonials and materials to AEFI in promoting the project.**
 - D. Publicize the project directly to parents and teachers by means of the school newsletter, etc. When issuing statements and/or press releases describing the project, the following information **MUST** be included:**

This project is supported by a grant from the Amesbury Educational Foundation, Inc.

Project Overview

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Project Description

Describe your project in detail (see page 3 form field to enter, maximum of 3 pages) by responding to the following:

- A. Educational Issue:** Describe the educational need(s) this project addresses.
- B. Goals & Objectives:** Describe the ultimate goal of the project and several specific objectives of the project.
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- D. Innovation & Collaboration:** Specifically describe the ways in which your proposal reflects one or more of the following:
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- E. Dissemination:** Describe plans to share your findings with your colleagues, the Foundation, parents and the community at large
- F. Publicity:** How will you publicize your project/grant? Please be specific

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Applicant Information

Title of Project:

School:

email:

Date Project will Begin:

Contact Person:

Telephone (w):

Telephone (h):

TARGET POPULATION:

Grade Level:

Students:

Staff:

Curriculum Area:

Connection to the Strategic Plan (objective or strategy) or Site Plan (objective or tactic):

Total Funds Requested (see budget worksheet, page 3):

Personnel to be involved (add additional signature page if necessary):

Name:

Position:

Project role:

email:

Name:

Position:

Project role:

email:

Supervisor Name:

Position:

Project role:

email:

Building IT: Does this IT request meet approval? Yes No

IT email:

Check and complete those that apply: I/We believe this project:

- is a new idea
- is a new idea for our school
- replicates a successful idea done elsewhere (*identify place*) is based upon research by

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Propose Budget

Supplies / materials to be provided by this grant: **Cost**

Purchased Services (consultants, speakers): **Cost**

Equipment: *Purchased equipment remains the property of the Amesbury Educational Foundation, but may be stored at your school until needed.* **Cost**

Are you applying for funds elsewhere? **Yes** **No**
If 'Yes', please list name and amount requested:

Total Request

-continued- (*next page*)

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Grant Work Plan / Timetable

(continued next page)

Please list stages of your project and estimated dates of completion of each phase.

Activity	June	July	Aug	Sept	Oct	Nov
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

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Please list stages of your project and estimated dates of completion of each phase.

Activity	Jan	Feb	Mar	Apr	May
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

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