

**Belchertown Education Foundation**  
**Student Success Grant Application Form – Due by May 3, 2021**  
**Email Completed and Signed Applications to**  
**[info@belchertowneducationfoundation.org](mailto:info@belchertowneducationfoundation.org)**

Thank you for your interest in applying for a BEF Student Success Grant. Please make sure to note the following funding parameters before developing your application:

- The BEF cannot fund salaries, aside from substitutes needed for release of teachers for project-related activities, or provide support for general operating expenses.
- Professional development activities, books/materials, and technology upgrades are ineligible expenses unless they serve to support a new initiative that is also part of the same grant proposal.
- It is highly unlikely that applications for travel support alone will receive funding.

**Title of Project:**

**Focus Area:** \_\_\_\_\_ **Academic** \_\_\_\_\_ **Creative** \_\_\_\_\_ **Athletic** \_\_\_\_\_ **Other:** \_\_\_\_\_

**Briefly Describe the Purpose of Your Project:**

**Amount of Funding Requested (\$500 to \$5,000):**

(Projects with costs exceeding \$5,000 will be accepted only with prior approval of the BEF's Board of Directors.)

**Project Lead**

**Name:**

**Email:**

**Phone:**

**School(s):**

**Position/Grade(s):**

**Participant 2**

**Name:**

**Email:**

**School(s):**

**Position/Grade(s):**

List additional project participants as necessary.

**Estimated number of students \_\_\_\_\_ and faculty/staff \_\_\_\_\_ who will participate in and/or benefit from this project.**

## PROJECT PROPOSAL

**1. Project Need and Impact.** Why is the project necessary and what impact will it make?

**2. Goal(s) and Objectives.** Please list at least one overall project goal; objectives should be measurable to aid you in assessment of your project at the end of the grant period.

**3. Mission.** Briefly describe how your project fits within the mission of the BEF (*The mission of the BEF is to support Belchertown Public Schools in providing an enriching educational experience that supports the academic, artistic, and athletic pursuits of Belchertown's students as they develop into well-educated and well-rounded young adults*).

**4. Funding Priorities.** Please check which BEF funding priorities, if any, are met by this project and, if so, briefly explain how. While applicants are free to propose any project that they feel will enhance students' academic, artistic, or athletic experiences, the BEF is particularly interested in funding projects that meet one or more of the following priorities:

- Projects that serve a large number of students. **Briefly explain:**
- Projects that make a very large and important difference for students, regardless of the number of students served. **Briefly explain:**
- Projects that result in lasting benefits, extending beyond the grant cycle. **Briefly explain:**

**5. Detailed Project Description** (What are you seeking funding for? What specific activities will you/your students partake in?):

**6. Project Timeline.** Include start and ends dates for all key project activities, including the final reports (due on or before July 31<sup>st</sup>).

**7. Program Evaluation Plan** (How will you evaluate the success of your project? What type of data do you need to collect in order to determine if your objectives have been met?)

**8. Dissemination** (How might you share the outcomes of your project - and what you learned while leading it - with your colleagues?)

## BUDGET

Reminder: The BEF will not fund salary (aside from costs associated with substitutes needed for release of teacher(s) for project-related activities) or provide support for general operating expenses. Professional development activities, books/materials, and technology upgrades are eligible expenses only when they serve to support a new initiative that is also part of the same grant proposal.

**1. List each item/service you wish to budget for within each of the following categories. Include each item's cost and a brief explanation of why it is essential to your project.**

Supplies and Materials:

Equipment:

Professional Training and Development:

Purchased Services (e.g. Consultants, Presenters such as a guest artist or lecturer):

Substitute Teacher Coverage:

Transportation:

Printing/Postage:

Other (please be specific):

**2. What additional resources are available to you to supplement this project?**

## Approval Page

**Approval from Principal(s) – Applications will not be reviewed unless the principal at each school participating in the project has provided his/her approval on this form.**

*My signature below signifies my approval of this proposal and the work to be completed by the applicant(s) should the grant be funded.*

Signature	School	Date
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Signature	School	Date
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Signature	School	Date
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Signature	School	Date
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Signature	School	Date
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