

**AUBURN EDUCATION FOUNDATION
Educator Grant Application Form – 2009/10**

APPLICANT: _____ DATE: _____

APPLICANT: _____

SCHOOL: _____ GRADE: _____

PROJECT TITLE: _____ \$ AMOUNT: _____

PROGRAM AREA(S): _____

Grant Cycle 1 – Application Due Date: Monday, September 14, 2009

Announcements made on or about Monday, September 21, 2009

Grant Cycle 2 – Application Due Date: Monday, January 11, 2010

Announcements made on or about Monday, January 25, 2009

Please write a one-paragraph summary of the project you would like to try at your school. Describe its uniqueness and why you think it has educational value.

Please answer all of the following questions. You may attach additional pages if needed.

1. Can this project be funded through the regular Auburn School District budget?
2. How does this project meet the criteria set by the Auburn Education Foundation? What is its relationship to your curriculum?
3. Why do you think there is a special need for this project?
4. Describe your project with specific detail. Discuss methods, required materials, personnel involved, a tentative timeline, and the anticipated completion date.
5. Approximately how many people will be affected by this project? How did you arrive at this figure?
6. How will you determine if this project has been successful? (You will be required to write a 1-2 page evaluation at the conclusion of your project.)

7. Detail your budget request. Include specific information such as kinds of materials and equipment needed, supply sources, etc. Be sure to include all costs. **(You will be required to submit all receipts and a record of expenditures.)**

PROJECT BUDGET

ITEM	SUPPLIER	COST
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

NOTE: Only items included in the above projected budget may be purchased with AEF funds. **All unused funds must be returned to the AEF before the next grant cycle.**

APPLICANT SIGNATURE: _____

APPLICANT SIGNATURE: _____

DEPARTMENT HEAD SIGNATURE (if high school) _____

BUILDING PRINCIPAL SIGNATURE: _____

Return this application to:

Annette Abdelaziz,
 Auburn Education Foundation
 Auburn High School, Room 218-D
 250 Lake Avenue, Auburn, NY 13021

annette_abdelaziz@auburn.cnyric.org
 (315) 255-8827

Auburn Education Foundation
Educator Grant Guidance

AEF Funding Priorities

Proposals should be for projects which funding is not available under the regular school district budget. Project categories include:

Academics -- Arts -- Character Education –
Life Skills -- Physical Education & Wellness -- Technology.

Awards Process

You are encouraged to submit your completed applications before the actual due dates. The AEF Awards Committee will review only those applications received by the deadline.

The Awards Committee typically favors proposals that promote a creative project rather than those simply requesting equipment. Collaborative projects, particularly those that involve the community, have been popular. The ability to replicate, tweak or build upon the project in future years is also a good selling point.

The following criteria is used to evaluate each application:

1. How well does this grant meet the AEF's mission statement to provide for *innovative* projects that *enhance* the quality of education through *extended* learning opportunities in the Auburn schools?
2. Does this proposal have academic or social importance? Does it address district initiatives or community concerns, allow for collaboration, or does it have the potential to develop partnerships and relationships?
3. Is this proposal well thought-out, presented clearly and thoroughly, and have a strong likelihood of success?
4. Can this project be replicated or adapted to other situations (i.e. grade levels, schools, subjects) and/or can the materials requested be used again?
5. Does the project fall outside of the regular school budget and are the costs reasonable?
6. Will the project benefit a substantial number of students and possibly others in the community?
7. Is this project likely to capture the attention and interest of the students?

Funding

The number of grants awarded is based on the availability of funds.

Assistance

Please feel free to contact me if you have questions or need help with your application. I can be reached at x8827 or Annette_abdelaziz@auburn.cnyric.org .