



*Olean City School District Foundation
Grant Application*

Name: _____

Address: _____ City: _____ Zip: _____

Phone Number (H): _____ Phone Number (W): _____

School/Organization: _____

Proposed Title: _____

Total Amount Requested: _____

Project Start Date: _____ Project Completion Date: _____

1. What is the specific goal of the project?

2. Describe the project and the plans for implementation.

3. How will the project enhance the quality of education in the Olean Schools?

4. How many students, staff and teachers will be involved in the project?

5. Will the project have long-term benefits for Olean students and education? Explain.

6. How will the success of the project be monitored?

7. Is funding being sought from other sources for this project? If yes, please list the sources.

8. All grant applications must have concurrence from a principal or school administrator. If grant applicant is a student, he/she also must have a teacher co-sign or sponsor.

Name of principal/administrator: _____
Name of teacher sponsor: _____

9. Itemized Budget. Please list the cost of all supplies and equipment necessary to complete the project. Provide a written justification for the purchase of equipment greater than \$200, making sure that the Olean City School District doesn't already have this equipment that could be used for your project.

10. List other pertinent information about the proposed project not covered in questions #1-9, including references and letters of support. (Please attach a separate sheet).

11. Give an outline of a work plan and timetable on a separate sheet, with project milestones and estimated dates of completion of each phase.
NOTE: All funds must be used within one year after acceptance of the award, unless otherwise requested.

12. Could you carry out this project if full funding were not available? If so, indicate how you would proceed at 75% and 50% funding.

WHO CAN APPLY FOR GRANTS?

Teachers, staff and students of the Olean Schools and members of the community (i.e. parents, residents, businesses or institutions.)

PROGRAM AREAS FUNDED

The Olean City School District Foundation will consider grant applications from all program areas, but encourages those among the following:

TECHNOLOGY: equipment, instructions, software, and other programs to enhance learning, especially for improvements in teaching of mathematics and science.

INNOVATION: novel approaches in teaching and learning the curriculum.

PROFESSIONAL DEVELOPMENT: support for teachers to pursue training and curriculum development opportunities.

ARTS: programs in music, visual arts and drama that will promote understanding and enjoyment of the areas (including equipment and materials.)

MULTI-CULTURAL INITIATIVES: project involving teachers and students that expand knowledge and awareness of the ethnic, social, and cultural heritage of our global society.

GRANT REVIEWS AND EVALUATION PROCESS

One hard copy of the grant application with original signatures and a **second copy submitted electronically** must be submitted to the foundation. The grants committee will conduct a preliminary evaluation of all applications, during which time the committee may contact applicants for further information. The committee will then select the most worthy applications for approval by the Board of Directors. Grant proposals not selected for funding may be resubmitted.

GRANT EVALUATION CRITERIA

The following criteria will be used in evaluating grant proposals:

SCHOLASTIC IMPACT: To what extent will knowledge/skills of students/staff be enhanced?

INNOVATION: Will the grant introduce new teaching methods, technologies, and approaches to the school curriculum?

EXPOSURE: How many students will benefit from the project and for how long? Inter school: Does the project involve students and staff from more than one school?

INTERDISCIPLINARY: Does the project involve cooperation among departments? Will it encourage students to use concepts from more than one discipline or curriculum area?

COOPERATION: Does the project involve broad collaboration and involvement of teachers, school staff/administrators, students and members of the community?

SOCIAL IMPACT: To what extent would the project expand the social awareness and participation of students in the community? To what extent would the project benefit the community? Strategy: Does the proposal have a clear strategy and timetable for implementing the project?

ADAPTABILITY: What will be the long-term benefits of the project? How could the project be applied elsewhere or on a larger scale? How will project info be disseminated?

COST: Does the project use funds efficiently? Combined funding or matching is encouraged. If a proposal is submitted to supplement other funding efforts for a specific project, funds will be expected to be raised within one year. Grant money will not be awarded until other funds are raised.

PLEASE SEND GRANT APPLICATIONS TO:

**Olean City School District Foundation
c/o 120 North Union Street, Olean, NY 14760**

11/03; 10/08