

Wood Ridge Public Education Foundation
GRANT APPLICATION

The Wood-Ridge Public Education Foundation is a non-profit, 501 (c) (3) community based organization that works to raise funds through activities, projects, and donations in an effort to award grants to teachers and to provide funding for programs to enrich the curriculum for all students attending the Wood Ridge Public School system.

Date:

Project Title:

School:

Teacher(s):

Grade Levels:

School Phone:

Total Dollar Amount of Budget Request:

Start Date:

End Date:

I. Description

Please attach a summary explaining the proposed project.

- A. Your goal
- B. How you plan to implement this project
- C. How this project will enhance the curriculum
- D. Any other information about your project

II. Budget

Please attach a complete breakdown of expenditures.

III. Signatures (write on back if needed)

A. Applicant(s) _____

B. Principal _____

C. Superintendent _____

E. Director of Technology* _____

*If technology is requested in grant

Wood-Ridge Public Education Foundation, Inc.
GRANT APPLICATION CRITERIA

- Qualified educators , teachers, administrators and other school professionals in the Wood-Ridge Public Schools may apply for grants.
- The grant applicant must complete and return an Evaluation Report within sixty (60) days at the conclusion of the project.
- Projects should reflect the current goals and curriculum objectives of the Wood-Ridge Public Schools. The WRPEF will not award grants for class trips, transportation or refreshments/meals.
- Projects must state clear, well-defined goals and educational values.
- The grant application must include the project's timetable, goals and a detailed budget.
- Grant recipients must agree to acknowledge the support of the Wood-Ridge Education Foundation in any printed material or presentations.
- If for any reason a grant recipient is unable to administer the approved project, the grant recipient will return all allocated funds to the Foundation.
- In the event a recipient of a teacher grant transfers to another school within the district, the teacher may transfer the grant program to the transfer school, provided the transfer is to a compatible grade level. If the transferring teacher is a member of a group grant, the grant will remain at the school awarded the grant. Any dispute regarding a grant transfer may be resolved by the WRPEF Committee. Site grants are non-transferable.
- All applications must be approved in order by the principal, the superintendent, and the technology administrator (if the grant application has any request for technological equipment.)
- The Education Foundation will review all approved and completed applications at their next regularly scheduled meeting. Decisions concerning applications will be made by the WRPEF Board of Trustees. Applicants will be notified as to whether their request for funding was approved or if further information is required.
- Once a grant is awarded: The grant applicant will notify the Foundation Treasurer if they would like the check made payable directly to the vendor or to the grant recipient. Receipts for any purchases made with Foundation funds must be submitted to the Foundation Treasurer. Unless otherwise approved, all funds are to be used within six (6) months after the start of the funded project.

Wood -Ridge Public Education Foundation, Inc.
GRANT EVALUATION FORM

The Wood-Ridge Education Foundation offers grants to teachers in the Wood-Ridge Public Schools. The grants allow teachers to address the needs, challenges, and interests unique to their students. Projects are reflective of both the school's mission statement and the mission statement of WRPEF as well as coordinated with existing curricula.

Completed evaluation forms should be submitted within two weeks of project completion through mail to:

Wood-Ridge Education Foundation, Inc.
P.O. Box 80
Wood-Ridge, NJ 06770

Title of Grant:

Teacher submitting evaluation:

School:

Grade Level:

Amount Allotted:

Amount Expended to Date:1. Please describe the project as it occurred, including participants, dates and materials used. If the actual project differed from the initial proposal and budget, please note these changes in your description.

2. Was the project successful? Please provide a detailed explanation. If not, please explain why.

3. If any formal written or statistical evaluation were conducted to review this project please provide the results.

4. What are the lasting benefits of this project as it relates to the students/class/school/district/community?

5. If materials were purchased as part of the project, how will these be used in the future?

Additional comments: