**WCEF 2019 Annual Grant Application**

**Applications accepted March 1 - May 15**  
**Description:** This annual grant provides financial support for creative and innovative educational opportunities for all age groups within or outside the Washburn school system.  Grants will be assessed based according to the WCEF mission statement. WCEF supports projects that encourage exemplary or innovative ideas, creative thinking, teaching, scholarship, development of talents or intellect, professional development, learning outside of the classroom, or foster community involvement.

**Grants:** $50-$2,000. Occasionally larger amounts considered. See “Big Idea” section below.

**Applications:** Electronic submissions only

**Notification Time:** June 15

**Payment**: Upon completion of the **Grant Report**

**WCEF Grant Procedures & Guidelines**

* Grants must target students and residents of the Washburn School District
* Projects normally funded or have funding from the Washburn School District may not be considered for this grant.
* **Please contain the size of your application to less than 800 words OR to about two pages.**
* Applicant will receive an email response within two days if application has been successfully received.
* Applicant can expect grant acceptance notification by June 15
* Take at least one quality, descriptive photo of your project to be included with your Final Grant Report.
* Upon completion of the project, complete and electronically submit the Final Grant Report.
* Include a photo from the project with the Final Grant Report. It can be emailed to *wcef@washburncef.org*.
* Funds will be distributed once the Final Grant Report has been received.
* Early distribution of some funds may sometimes be arranged at the discretion of the WCEF Board.

After you submit your application, you will receive a confirmation email.

Fill out the **application** and email it to *wcef@washburncef.org*or use the form online. Electronic submission is preferred over physically mailed applications.

**The “Big Idea”**

WCEF is currently entertaining grant applications for projects above our $2,000 limit. These projects should be of significant importance to our community. It should be an exciting, one-time project that provides important, unique, and new opportunities for learning in the Washburn service area. We encourage you to reach out to board members before you apply.

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The Washburn Community Education Foundation solicits proposals for innovative learning experiences that address the goals of the foundation. Foundation goals:

* Encourage innovative learning opportunities in the school and in the community
* Foster creativity in teaching and scholarship
* Help students develop special talents and intellectual gifts
* Provide opportunities for teachers to pursue professional development in their field of instruction
* Create diversity in teaching strategies
* Increase opportunities for learning experiences outside the traditional classroom
* Involve the community with the educational process.

**Name of project:**

**Name, title, and relationship to this project:**

**Amount Requested:**

**Email**:

**Completion Date:**

**Phone:**

**Mailing Address:**

**If your project involves students in the Washburn School District you must contact district officials.** **Who did you contact and what was the outcome?**

**1) Describe your project in a brief summary:**

**2) Describe how your project meets the goals of the Washburn Community Education Foundation:**

**3) Give the anticipated completion date of your project and describe how you will decide if your project was successful:**

**4) What is the total amount budgeted for your project, including a timeline indicating when you will need funds:**

**4a) Please list Project Expenses, Supplies, Services, & Program Personnel:**

**4b) Project Revenue: WCEF Grant Request, grants from other sources, private donations, ticket sales, other:**

**5) Do you have a scaled back version of this project we could fund instead of the full-scale project? What would be the plan and funds requested for the smaller project:**