

# Hiawatha Education Foundation

## Grant Application 2017-2018



TRX Suspension Trainer

Medieval Times



Classroom Audio Listening  
Center



# Hiawatha Education Foundation's History

Hiawatha Education Foundation has been operating for 19 years, and this is the 19th grant process. HEF exists solely to provide funds for teachers and administrators to enhance and enrich the educational experience for our students.

We want you to succeed at being the best teacher you can be. Grant proposals are only limited by your imagination.

Grants will be awarded **up to \$1,000.00** however, more funds may be approved if the grant impacts a large number of students. **Up to two (2) applications per teacher may be submitted.** Evaluate your needs and make up your "wish list". You may collaborate with other teachers to submit an application as well. **Submission deadline is Friday, October 27, 2017 to [janehoffman77@gmail.com](mailto:janehoffman77@gmail.com).** Grant deadline date is firm. Please feel free to submit early. You will be notified by mid-November of grant approval.

All submitted applications will be considered.

## GUIDELINES:

The guidelines we follow to select recipients are:

- Local core curricular needs in your subject area
- Number of students served
- Practicality and the use of consumable materials
- Measurable results if possible
- If a technology item, make sure it is compatible with school network, contact the District Technology Coordinator

SCHOOL Guidelines Followed:

- Grant funds will be dispersed through the school bookkeeping process after Foundation approval.

- Funds granted must be used before the end of the 2017/18 school year, inclusive of any summer programs. Unused funds will revert back to the Education Foundation.
- We ask that you complete an evaluation form, which will be supplied at the end of the school year. We will use the form to assess the success of the Foundation.
- At that time please supply a short article and if possible, digital pictures (jpegs) that are suitable for publication describing the use of your grant money. This information may be used in our FOCUS newsletter.

# Grant Application

The Hiawatha Education Foundation requests the the following items (as relevant) be addressed and be IDENTIFIED BY NUMBER in all proposals.

**1. DISCUSS PROJECT WITH YOUR REPORTING OFFICIAL.**  
**DISCUSS PROJECT WITH TECHNOLOGY COORDINATOR (If applicable).**

**We urge you to contact your reporting official before filing a grant application to see if funds are available through regular Board of Education channels.**

**2. PROJECT DESCRIPTION**

Describe the proposed program, service, material/equipment or activity to be funded. Please include any explanatory literature, drawing, sketches, etc. which would be helpful in the understanding the proposal. Identify innovative/creative aspects of the proposal.

**3. GOALS AND OBJECTIVES**

- Will this grant help teach core curricular material?
- What grade level is the grant for? How many students will it impact?
- How will the grant enrich or enhance the education of students or staff?

**4. BUDGET**

- List material, supplies, equipment and **TOTAL** costs INCLUDING but not limited to, taxes, shipping & handling, consultants, chaperone admission fees and BUSSING.
- What funds, if any, are currently available to supplement the amount requested?
- Is the amount requested sufficient to sustain and complete the program or will additional funding be needed from other sources (i.e. Lion's Club, DeKalb Community Foundation, Kirkland Historical Society, Hiawatha Booster Clubs, PTO)?

**5. EVALUATION**

- How, and by what means, will you evaluate the impact or effectiveness of this project, activity (i.e. pretest/posttest, etc.)?

**6. ATTACHMENTS** (If any)

We wish you success with your application.

Hiawatha Education Foundation Grant Committee

If you have questions, please contact Jane Hoffman at (815) 757-5354 or by email

[janehoffman77@gmail.com](mailto:janehoffman77@gmail.com)