



September 2016

Dear Rockland Educators:

The Rockland Education Foundation is pleased to be able to offer you the opportunity to apply for enrichment grants to benefit your students during the 2016-2017 school year. The brochure highlighting the projects that were funded last year was placed in your mailboxes, and it is amazing to see the opportunities that students in Rockland have benefited from as a result of these grants! We appreciate the donations from the community and the tremendous participation in our annual golf tournament that allow us to fund the implementation of your creative ideas!

Grant applications can be found at www.RocklandEducationFoundation.org. The same application form will be used for the traditional grants and the new \$10,000 **A. Scott MacKinlay Impact Grant**. This year we are asking that you submit a hard copy of your grant applications to your principal by Friday, October 14, 2016 and, they in turn, will be forwarding them to our Grants Committee. Before submitting your application, please make sure you have read the instructions carefully and that your proposal is completed in its entirety. Grants will be awarded in November.

We wish you the best of luck with the grant process. Your participation, regardless of the outcome, keeps the process competitive and encourages best teaching practices across the Rockland Public Schools.

Have a wonderful year.

Sincerely,

Board of Directors
Rockland Education Foundation



www.RocklandEducationFoundation.org

2016-2017

Grant Application Instructions

Dear 2016 Grant Applicant(s):

Welcome to the 2016 grant process. We would like to provide several guidelines to assist you as you complete the application.

The Rockland Education Foundation is a non-profit organization whose purpose is to support educational programs that promote academic excellence for all students in the Rockland Public Schools. All proposals should be written in accordance with the guidelines and goals of the Rockland Public Schools and the learning standards outlined in the Common Core and the Massachusetts Curriculum Frameworks.

GUIDELINES FOR GRANTS:

Grants will be awarded on a competitive basis. Priority will be given to unique and creative project-based proposals. The application must provide a clear description of the proposed project, the objectives to be accomplished, the benefits derived by the students, the level of funding required, and the manner in which the money will be spent. Each recipient of a grant will be required to provide a description of the project and an accounting of how the funds were spent by the end of the school year. A Grant Evaluation Form and a Grant Expense Ledger can be printed from the website and all receipts must be attached to these forms when they are submitted. Failure to submit these forms will disqualify the educator from future funding.

It is essential that all portions of the application be answered in detail. The questions put forth are important to the Grants Committee. We would like to see that time has been dedicated to answering them completely.

ELIGIBILITY:

All educators and school staff of the Rockland Public Schools may apply for a grant to support the academic endeavors that directly benefit students. Grants will be awarded in all academic areas including science, social studies, mathematics, English, foreign languages, art, music, industrial arts, family consumer science, technology, and physical education.

ELIGIBLE COSTS:

Grants will be awarded to cover costs for which funding is not available through the regular school budget or other sources. The application will be sufficient to affirm the educators' belief that funds are not otherwise available. While the Rockland Education Foundation recognizes the value and the need for each grant recipient to devote considerable time and effort to the success of a project, the funding available does not allow for compensation for an individual's time. The cost of food, books, commercially produced kits, and transportation will be considered if they are an integral part of the project.

REVIEW PROCESS FOR GRANT PROPOSALS:

Each application will be reviewed by the Foundation's Grants Committee. The Committee may seek additional information from the applicant(s) through interviews and/or site visits. At its discretion, the Committee may approve a grant proposal for funding contingent upon specific modifications. In such cases, funding will be provided upon the applicant(s) acceptance of such modifications. The amount awarded for grants will depend on funds available and the number of qualified applications that are received.



Rockland Education Foundation

Committed to making a difference in the lives of students

2016-2017

Grant Proposal Cover Sheet

Applicant(s):

Contact Person Information:

Name: _____

Email Address: _____

School: _____

School Phone #: _____

Proposal Title: _____

The deadline for submitting a hard copy of your grant applications to your building principal is **Friday, October 14, 2016**. The Grants Committee will notify all applicants of its decisions in November. Please direct all questions to info@rocklandeducationfoundation.org.



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Grant Proposal Data Sheet

PLEASE INDICATE THE GRANT FOR WHICH YOU ARE APPLYING.

 A. Scott MacKinlay Impact Grant

 Traditional REF Grant

\$10,000

- Proposal Title: _____
- Total dollar amount requested: _____
- Schools and grades targeted by this proposal: _____
- Curriculum area that will be enriched: _____
- Estimated number of students who will benefit from this proposal: _____
- Has this project received funding from the REF in the past? _____
(Please note that we may not be able to fund projects for more than two years).
- Projected date of implementation: _____
(All grants must be implemented during the school year that funding is awarded).

2016 - 2017

DETAILED DESCRIPTION OF PROPOSAL

Give a description of the project. Include areas in which you expect students to benefit through the implementation of the project and any other information you deem valuable for the committee to consider in evaluating the grant application.

2016 – 2017

Project Budget: Supplies & Materials

	Description of Projected Purchase	Amount of Purchase
Materials		
Technology		
Non-Technology Equipment		
Speaker(s)		
Additional Items Not Mentioned Above		
TOTAL		