



September 1, 2021

Dear Rockland Educators:

The Rockland Education Foundation has been celebrating its 25th Anniversary this year and we are very excited to be able to kick off this year's grant process for you and your students!

We would also like to thank the members of the school community for their support this summer during our golf tournament. This year we had a record number of current and retired teachers, administrators, administrative assistants, custodians, and students who were involved in our annual fundraiser either as players, sponsors, volunteers, or donors of raffle and auction items. It was amazing!! We are very grateful that so many people have embraced our mission of being ***“committed to making a difference in the lives of students.”***

We are proud to be able to fund both the **\$10,000 A. Scott MacKinlay Impact Grant** this year, as well as several grants that are traditionally less than \$2,000. The same application forms will be used for both grants and will be available on our website by next week at **RocklandEducationFoundation.org**. All grant proposals must be submitted to your principals by October 16, 2021 and grants will be awarded in November.

We wish you all a safe and healthy school year and look forward to reading your ideas of how you hope to uniquely enrich the curriculum for your students!

Sincerely,

*The Rockland Education Foundation Board of Directors*

A. Scott MacKinlay, Co-Founder

Mike Ross, Grants Chairman

Regina Lewis Quirk, President

Jim Bailey, Golf Tournament Chairman

Kim Phelps Nelson, Vice-President

Carol McGrath, Corresponding Secretary

Janet Cann, Recording Secretary

Dylan Bernache, Donations Coordinator

Jack McGrath, Treasurer

Richard Phelps, Co-Founder and Director Emeritus



*www.RocklandEducationFoundation.org*

2021-2022

## **GRANT APPLICATION INSTRUCTIONS**

Dear 2021 Grant Applicant(s):

Welcome to the 2021-2022 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 REF 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 an enrichment grant to support the academic endeavors that directly benefit students. Grants will be awarded in all academic areas.



## **Rockland Education Foundation**

### **ELIGIBLE COSTS:**

Grants will be awarded to cover costs for projects that are not funded through the regular school budget or other sources. The application will be sufficient to affirm the educator's 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 the individual's time. **The cost of food, books, commercially produced kits, and transportation will not be considered unless they are one of the vital components of a unique project that is being submitted.**

### **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 through interviews and/or site visits. At its discretion, the committee may approve a proposal for funding of a grant contingent upon specific limitations. In such cases, the committee will approve funding upon the applicant's acceptance of such limitations. The amount awarded for each grant will depend on funds available, the funds necessary for the proposed project, and the number of qualified applications that are received.



# Rockland Education Foundation

2021-2022

## GRANT PROPOSAL COVER SHEET

PLEASE INDICATE THE GRANT FOR WHICH YOU ARE APPLYING:

\_\_\_\_\_ I am applying for the A. Scott MacKinlay Impact Grant

\_\_\_\_\_ I am applying for a Traditional Grant

Applicant(s) Names: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Person Information: \_\_\_\_\_

Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

School: \_\_\_\_\_

School Phone #: \_\_\_\_\_

Proposal Name: \_\_\_\_\_

The deadline for submitting applications to your PRINCIPAL is **October 16, 2021**. Please direct all questions to:

Mike Ross, Grants Committee Chairman  
mike@maritimewealthadvisors.com



# Rockland Education Foundation

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## GRANT PROPOSAL DATA SHEET

- 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).



# **Rockland Education Foundation**

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## **GRANT PROPOSAL**

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



# Rockland Education Foundation

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## PROJECT BUDGET: Supplies & Materials

	Description of Projected Purchase	Amount of Purchase
Instructional Materials		
Instructional Technology		
Non-Instructional Supplies		
Non-technology Equipment		
Speaker		
Additional items not described above		
<b>Total</b>		



# Rockland Education Foundation

2021-2022

## GRANT EXPENSE LEDGER

Please detach & return by May 18, 2022 to:

[mike@maritimewealthadvisors.com](mailto:mike@maritimewealthadvisors.com)

Name of grant recipient: \_\_\_\_\_

Award amount: \_\_\_\_\_

Date Paid	Description of Expenses	Amount Paid
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# Rockland Education Foundation

2021-2022

## GRANT EVALUATION FORM

Please return this and the Grant Expense Ledger by May 18, 2022 to:

[mike@maritimewealthadvisors.com](mailto:mike@maritimewealthadvisors.com)

To qualify for future funding, you must submit a brief narrative describing the outcome of your project. This should be returned with the Expense Ledger.

Please include news clippings, notices, photos, student comments, etc. Thank you.