White Salmon Valley Education Foundation
Grant Application Instructions

Before you Begin
WSVEF works closely with the school district and **all grant applications must be approved by the school principal or district superintendent prior to submission**. Requested technology must also be approved by IT staff.

Submission Instructions and Deadlines
Current deadlines are posted at the WSVEF website **(http://wsvef.org/grants-for-schools/)**. Please submit completed applications to **awards@wsvef.org** before midnight on the day of the deadline**.** If you have any questions at all about the process, the application, or whether your idea meets WSVEF funding criteria, please don't hesitate to reach out! We're here to help! Examples of grants funded in the past can be found at: **https://wsvef.org/grants-awarded.**

Funding Priorities
WSVEF funds innovative, well-crafted proposals that:
- Inspire students to engage and learn.
- Connect students with larger communities (regional, national, and international connections)
- Help teachers differentiate learning opportunities for the full spectrum of academic achievement and/or learning styles.
- Support real-world, hands-on team projects, and labs
- Support innovative, exciting pilot projects or extensions / new dimensions to existing courses and programs
- Invest in and inspire teachers through professional development

WSVEF does not fund:
- Basic education: Items and programs that are or normally would be annually covered by the school district's budget [1]
- One time / one group experiences unless these are a small component of a larger proposal that meets the criteria for "long term recurring benefit".
- Facilities or maintenance
- Food, Lobbying, or religious based activities
- Proposals that do not meet our funding criteria or do not address student learning in the public schools in the White Salmon Valley School District.

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[1] We recognize that there is a significant "gray area" between what is considered basic education provided by the district and what would be considered enrichment. If you are unsure if your proposal would be fundable, please contact awards@wsvef.org, prior to applying.

Grant Application Scoring

Applications are reviewed by a committee consisting of two teachers, two community members, and one member of the WSVEF Board. These are competitive grant cycles. The committee scores and ranks the grants received for that grant cycle, and delivers a funding recommendation to the WSVEF Board of Directors. The Board members then make the final funding decisions based on these recommendations.

The following table details the scoring rubric used to quantitatively score and rank grant applications.

Item	Points Possible	Criteria
Long-term Recurring Benefit	Yes or No	Grant applications are eligible if a substantial portion of the funding 40% or more will pay for <u>one or more</u> of the following: ● equipment that is reusable for future projects and/or ● underwriting professional development and/or, ● creating capacity building opportunities and/or, ● developing or replicating innovative curriculum and/or programs with strong potential for long term benefit.
Budget	2	Points are awarded for high quality proposals or high impact programs with a reasonable cost. The focus here is not maximum number of students reached per dollar spent, but rather the quality and impact of the proposal on the target student population for the investment made.
Assessment	2	A high scoring proposal will include one or more measurable objectives and a feasible method for measuring impact.
Alignment with WSVEF Priorities	4	Address at least one of the WSVEF funding priorities listed in the instructions.
Likelihood of student impact and benefit	4	Proposals with the highest likelihood to have a positive impact and benefit on students will earn a score of a 4. To earn 3 points: proposals must be considered likely to positively impact and benefit students. To earn 2 points: proposals must be viewed as somewhat likely to have a positive impact and benefit on students Proposals that score 0-1 points in this area will not be funded.
Scoring deduction: The total point value will be reduced by 10% for programs that have received two or more grants in the last two years.		

Funding Information
- WSVEF may offer partial funding for a proposal, based on the available funding or our priorities.
- Any requested modifications or additions to budgets for approved grants will be considered by the WSVEF board of directors on a case-by-case basis.
- All grant recipients will invoice the school district for costs associated with their grant projects. Accounting codes will be provided by the school district office to the grantees. The school district will invoice the WSVEF.

WSVEF Grant Application

Applicant Information

Date	
Applicant(s)	
Email	
Phone	
Status	☐ Administrator ☐ Teacher ☐ Student ☐ Community Member

Project Information

Project Name	
Dollar Amount Requested	
Total Project Cost	
School	
# Students Involved	
Has the school principal or District Superintendent approved this application? *	
Have technology choices been reviewed by District IT staff? *	

*Necessary approval is required before submission.

Please complete the following sections by entering your response below each question.

Project Description

1. **What are you proposing?** Specify how your project meets one or more of the Foundation's priorities (listed in application instructions). What are your goals and objectives and how will they be achieved?

2. **Who are you serving?** Describe the targeted student population.

3. **Why are you proposing this project?** What need does it fill? Why did you select this approach? How does it differ from existing programs/curriculum? What alternatives did you consider and why is this proposal the best alternative to meet the need.

4. **When is the funding needed?** Provide a timeline of major tasks and activities for this project.

5. List any other participants (staff, students, community members etc.) and their roles in this project.

Assessment

A high scoring proposal will include one or more measurable objectives and a method for measuring impact.

1. Describe your plans for determining whether your objectives are met, as well as how you would assess the impact of this project.

Budget

1. Provide an itemized budget, including expenses and revenue (if any). Identify any other sources of funding that will be used to support the proposal.

2. Percentage of budget spent on recurring long term benefit, defined as:
   - equipment that is reusable for future projects **and/or**
   - underwriting professional development **and/or**,
   - creating capacity building opportunities **and/or**,
   - developing or replicating innovative curriculum and/or programs with strong potential for recurring long term benefit.

3. Please identify and itemize any other costs associated with this project (long-term maintenance, on-going operational costs, staff time, transportation? etc.)? How will they be covered?

4. If this is an ongoing project or a pilot project, explain how it will be funded in the future.