



## **The Northborough Education Foundation**

**[www.northboroughed.org](http://www.northboroughed.org)**

Thank you for your interest in obtaining funding through the Northborough Education Foundation (NEF) and congratulations on the approval of your Intent to Apply submission. Please read the information below before submitting your full Grant Application. **Directions on submitting this template can be found below!**

Completed grant applications are due to the NEF **by July 1, 2017**. As you complete your application, **please keep in mind any feedback that you received from the Grant Committee regarding your Intent to Apply submission and adjust your application accordingly**. As a reminder, grants should:

- Demonstrate innovative thinking
- Promote cooperative learning
- Have a direct and immediate impact on the largest amount of students/residents
- Yield materials/durable goods that can benefit future students/residents
- Be self-sustaining once the initial funding is in place
- Support the goals of the Northborough Public Schools and/or the Northborough-Southborough Regional School District and/or the town of Northborough

In addition, the NEF has set criteria regarding requests for I-Pads and similar technology. The grant committee and Board of Directors base funding on the following priorities:

- technology requests for student use
- technology requests containing a detailed plan for sharing across grade levels or disciplines
- technology requests that plan to be used for multiple projects
- please note that NEF is conducting a SEPARATE funding campaign to provide Chromebooks to all of the Northborough schools; as a result, we will not be able to accept grant requests for Chromebooks during the 2016 grant cycle

Each grant application will be reviewed by the NEF Grant Committee and final decisions will be made by the NEF Board of Directors. **Notifications will be made by mid-August.**

Should you have any questions, please email **[northboroughedfoundation@gmail.com](mailto:northboroughedfoundation@gmail.com)**

**To submit your Grant Application, follow these directions carefully!**

- Under the File Menu above, choose “Make a copy”
- Change the name from “Copy NEF 2017 Grant Application” to “Your Project Title 2017 Grant Application”. Please don’t forget to rename the copy!
- Complete the application on the pages below.
- When your application is complete, click “Share” in the upper right corner.
- Share your application with the following email address:  
[northboroughedfoundation@gmail.com](mailto:northboroughedfoundation@gmail.com)

**Any questions, please email [northboroughedfoundation@gmail.com](mailto:northboroughedfoundation@gmail.com)**

Thank you again for your interest in the NEF and the continued support of the children of Northborough. The Northborough Education Foundation is a 501(c)3 tax exempt organization.

**Completed applications must be received by July 1, 2017.**



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**2016 Grant Application**

**Summary Information.**

**Date:**

**Project Title:**

**Name of Applicant(s):**

**Affiliated School(s)/Organization(s):**

**Total Amount Requested:**

**Primary Contact Information.**

**Name:**

**Phone Number:**

**Address:**

**E-mail Address:**



**The Northborough Education Foundation**

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**2016 Grant Application**

**Date:**

**Affiliated School(s)/Organization(s):**

**Project Title:**

**Project Description** – *please provide a detailed description of your project.*

**How does this project enhance the existing curriculum?**

**Primary Goals /Objectives:**

1.

2.

3.

**Please explain how this project will sustain itself beyond the current grant cycle.**

**Approximate number of students involved in the project. Indicate if the project can be shared across grade levels, schools or among staff.**

**Please provide a summary description of your project.** *This will be used for all press releases and media communication.*

**Budget** - *Please provide a detailed breakdown of all projected expenses. Do not forget to include shipping costs and any ongoing maintenance fees. Please also be sure to include the TOTAL AMOUNT being requested.*

*\*Please note that all equipment purchased for the project will remain the property of the requesting entity at the completion of the project.*

**Provide a timeline for your project, including start and completion dates, major activities, milestones and events.**

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**Applications must be returned by July 1, 2016.**

Please remember to rename this document and then click “**share**” in the right corner of the screen and share completed application with [grants@northboroughed.org](mailto:grants@northboroughed.org)