

WAKEFIELD EDUCATIONAL FOUNDATION

**Box 1752
Wakefield, MA**

GRANT PROGRAM 2011-2012 School Year

The purpose of the Grant Program is to establish a means whereby funding for educational enrichment programs can be secured, when such funds cannot otherwise be obtained.

SCOPE

The subject matter to which a grant can be applied must impact on a group of students in the Wakefield Public Schools. The group may be as small as a single class or as large as the total school population (K-12). Stand-alone grant requests are encouraged, but a request for a large-scale program, that can be divided, will be considered.

We strongly encourage Environmental Science programs which can be funded through the Gertrude Spaulding Environmental Education Fund which is administered by WEF.

ELIGIBILITY

All teachers, teacher aides, librarians, department heads, principals, assistant principals and PTO presidents within the Wakefield School Department may apply.

GRANT VALUES

The value of the grant will generally be up to \$500 each or multi-staff/multi-department grants of up to \$2500.

SUBMITTAL DEADLINE

All requests for grant money should be received by WEF no later than October 21st and may be sent to WEF, PO Box 1752, Wakefield, MA 01880. Grant applications will be available in each of the school offices or by printing a copy from our website.

GRANT REVIEW PROCESS

WEF shall determine which grants are to be funded, contingent upon the school administration approving the subject matter. As a minimum, the following guidelines will apply:

- Is the subject of the request an educational enhancement for the enrichment of the student and if it involves technology, has the technology department pre-approved the implementation plans?
- How many students does the request impact?
- What is the proposed cost? Can two or more other proposals be funded for the cost of the proposal under consideration?
- Is the request for funding something the School Committee would be required to fund further?

GRANT PAYMENTS

Upon receipt of all invoices and/or receipts, a final expense form and method of payment for the grant will be sent to Christine Wilson, Treasurer, WEF, P.O. Box 1752, Wakefield, MA 01880.

SAMPLE OF GRANT APPLICATIONS RECEIVED IN RECENT YEARS

25 Active Expression Clickers - WHS Language Department Media – WHS
Flip Video Camera – WHS
Lake Quannapowitt Water Quality Testing – GMS
Six Fisher Scientific Isotemp Hotplates – GMS
Visit to Metcalf and Eddy - GMS
Poet in Residence Program – Dolbeare
Early Literacy Starter Books – Dolbeare
Authorfest Celebration– Greenwood
Museum of Science – Walton
Author David Diedrzycki – Walton
Hands on Science Workshops - Woodville
Weatherbug Weather Station - Woodville
WAAV Anti Bullying Program – Systemwide

TIMELINE

September 29, 2011

Application forms available in each school office.

October 21, 2011

All application forms are due.

Mid-November

Grants reviewed and awarded

Good Luck and we encourage all to apply.

Wakefield Educational Foundation Officers

Beth Hendriks, Co-President
Mary Jennings, Co-President
Bernadette Thompson – Secretary
Christine Wilson – Treasurer