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# **MERRILLVILLE EDUCATION FOUNDATION**



## GRANT APPLICATION MERRILLVILLE, IN 46411

The Merrillville Education Foundation, Inc. is committed to being the primary private sector partner in supporting public education where public funds are not available in the Merrillville Community School Corporation. This will be accomplished by providing grants for programs that encourage educational innovation, promote excellence, and create educational opportunities for students.

Round Thirty will fund innovative projects for the Fall Semester of 2017.

**DEADLINE FOR GRANT APPLICATIONS IS Friday, April 14,  
2017**

Notification of Awards will be on or about Monday, May 1, 2017.

**SEND GRANT APPLICATIONS TO [MEFGRANT@GMAIL.COM](mailto:MEFGRANT@GMAIL.COM)**

**ONLY THOSE SENT TO THE GMAIL ACCOUNT WILL BE  
CONSIDERED. YOU WILL RECEIVE A REPLY THAT YOUR  
APPLICATION HAS BEEN RECEIVED.**

# *GRANT INFORMATION*

## **GENERAL INFORMATION**

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- **The Merrillville Education Foundation** plans to release a total of \$5,000 for this *thirtieth* round of grants.
- Individual requests of \$500 will be considered. Larger amounts will be considered only if it is believed that more students beyond a single classroom or beyond one group would benefit.
- The goal is to offer Merrillville Community School Corporation teachers an opportunity to develop and implement creative and innovative student activities which will enhance the programs of the Merrillville Community School Corporation.

## **ELIGIBILITY**

- Applicants must be current staff of the Merrillville Community School Corporation.
- Purchases of equipment or teacher resource books may be part of the project, but it should not be an end in itself.
- No purchase of computer hardware will be considered.
- Any other equipment or durable items purchased with MEF grant funds become the permanent property of the Merrillville Community School Corporation and stay at the school in which the grant was awarded.
- Projects involving college credit, staff development, salaries, incentives, stipends, food, or travel will not be considered in this round of grants.
- Funding for food may be considered, but it will not be an MEF priority. Any food requests must be in compliance with new State and Federal School Guidelines.

## **CRITERIA FOR SELECTION**

- Applications will be judged on educational quality, impact on the school community, and thoroughness of planning for implementation and evaluation of the project as outlined in the grant application.
- Priority again will be given to projects that directly and specifically promote ISTEP skills improvement.

## **REVIEW OF APPLICATIONS**

- A review panel of the Merrillville Education Foundation will recommend approval of Grant recipients.
- All requests will receive final approval by the MEF Board.

## **APPLICATION PROCEDURE**

**Applicants should prepare a proposal that follows chronologically the format outlined below. Please also include the Information Sheet with your application. (NEW) We have changed some questions in the scoring sheet and are providing it which to help you identify important points in the application process. The total possible is 100 points.**

**The following items should be covered individually in separate paragraphs in no more than three typed pages. Please do not combine items.**

### **I. DESCRIPTION OF PROJECT – Total 40 Points**

- |  |                    |          |
|--|--------------------|----------|
| A. Creative, innovative, original project and its purpose? | <b>(10 Points)</b> | A. _____ |
| B. Benefit gained by students?                             | <b>(10 Points)</b> | B. _____ |
| C. How many students will benefit from this project?       | <b>(10 Points)</b> | C. _____ |
| D. Describe how it aligns to MCSC goals/curriculum         | <b>(10 Points)</b> | D. _____ |

### **II. BUDGET – Total 20 Points**

- |   |                    |          |
|---|--------------------|----------|
| A. Budget shows all expenses including hidden fees.   | <b>(10 Points)</b> | A. _____ |
| B. Money clearly not available from corporation or other sources must be noted. Please show that you attempted to obtain financing from other sources as well. (i.e. PTO, other grants, student fees such as for bus transportation, parents, TEP, etc.) If you are receiving additional funding for this project from another source, please indicate. | <b>(10 Points)</b> | B. _____ |

**Total Points** \_\_\_\_\_

### **III. SUBMISSION - 40 Points**

- |   |                    |       |
|---|--------------------|-------|
| A. Include a chronological schedule of activities that is specific, clear, logical, and workable. | <b>(20 Points)</b> | _____ |
| B. Show a clear way to assess students and measure success of the project.                        | <b>(20Points)</b>  | _____ |

### **IV. SUMMARY**

**Please submit a one paragraph summary of the project.**

**TOTAL PARTS I, II, an III ( 100 Possible)** \_\_\_\_\_

**Evaluator** \_\_\_\_\_

# Merrillville Education Foundation, Inc.

2017 - GRANT PROPOSAL #30 – 2017

## -INFORMATION SHEET-

**PROPOSAL DEADLINE:** Friday, April 14, 2017.

No proposals will be accepted after the above date. Please print or type all information on this form and attach it to your written proposal.

PROJECT TITLE: \_\_\_\_\_

CONTACT PERSON/TEAM LEADER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

TEAM MEMBER (S)

SCHOOL

EMAIL

(List names and schools of all team members involved)

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PROJECT DURATION: \_\_\_\_\_

SUBJECT AREA(S): \_\_\_\_\_

TARGET GROUP:

Grade Level(s): \_\_\_\_\_

Number of Students: \_\_\_\_\_

Number of Teachers: \_\_\_\_\_

Total Amount Requested to Fund Project: \_\_\_\_\_

*I affirm that I will present my project to the staff at my school upon its completion.*

Signature \_\_\_\_\_

Date \_\_\_\_\_

**This round of grants will fund innovative projects for the Fall Semester, 2017.**

**Deadline for grant proposals is Friday, April 14, 2017.**

**Notification of Awards will be on or about Monday, May 1, 2017**

**APPLICATIONS SHOULD BE EMAILED ONLY TO:**

**MEFGRANT@GMAIL.COM**