

Educational Foundation of Waupun, Inc.

To: All residents in the Waupun Area School District.

From: Educational Foundation of Waupun, Inc. Grants Committee

Re: Community Grant Application (revised November, 2023)

All persons within the Waupun Area School District are invited to submit a grant proposal for school/community enrichment

The Educational Foundation of Waupun, Inc. Community Grant Program

The Educational Foundation of Waupun, Inc. Community Grant Program encourages innovative proposals to enhance and improve the educational process within the Waupun Area School District. The program provides resources to the public to implement ideas, programs, and projects in schools and for the community. Any public members living within the Waupun Area School District are eligible to submit an Educational Foundation of Waupun, Inc. Community Grant request. The grant should focus on the development of projects and topics to improve educational experience of all students.

We reserve the right to award full or partial grants, based upon requested finances, available funds, and at the sole discretion of the Educational Foundation of Waupun Grant Committee.

Purpose Statement of Educational Foundation of Waupun, Inc.

The purpose of the Educational Foundation of Waupun, Inc. is to support educational experiences for students and staff in our public and parochial schools within the Waupun Area School District. Grants to educators, community, and scholarships to students pursuing post-secondary studies are initiatives of the Foundation. The Foundation provides supplemental financial support for grants that provide enhanced and/or innovative programming that support the use of recent technologies in teaching and learning not otherwise funded through school budgets. Schools may also initiate community oriented grants. All funding for Foundation initiatives comes from local business, civic, private sector and individual donations.

Criteria for Grant Proposal:

1. The proposal is to support the educational process for all students.
2. Keeping in mind that the Educational Foundation of Waupun, Inc. has a limited budget for yearly grants, proposals for matching funds (which may come from PTO's, clubs, schools, etc.) will be strongly considered for fund requests over \$1,000.00.
3. A proposal will be funded on a one-time-basis only.
4. A proposal needs to have tangible goals and may be for speakers, celebrations, assemblies, or other events.
5. The proposal should be in agreement with the overall mission statement of the Educational Foundation of Waupun, Inc. and the goals of the community.
6. The Grant Committee reserves the right to award full or partial grants, based upon requested finances, available funds, and at the sole discretion of the Educational Foundation of Waupun Grant Committee.

Grant Proposal Application - *The grant proposal should include the following information:*

1. **Grant Application Cover Sheet** (found in this packet) should be filled out and submitted with application.
2. Write a **brief overview** in the opening paragraph of the proposal including the amount of the grant you are requesting.
3. The **purpose or goals** of the proposal including the groups goals it will address and supplement.
4. The **Educational Foundation of Waupun, Inc. criteria** that will be met with this grant.
5. Specifically describe the **student population** that will benefit from this proposal and the number of students that will be impacted.
6. Describe the **methods used for evaluating** the success of the activities that are the focus of the grant.
7. Include the **dollar amount requested** for the proposal, how it will be used, what purchases will be made, and how purchases will meet the goals of your proposal. Also include any supplemental supporting funds such as PTO, classroom budget, fundraising, etc.

Community Grant Application Cover Sheet

Applicant(s) Name(s): _____

Contact Person: _____

Email: _____

Phone: _____

Targeted School and Level: _____

Grant Title: _____

Applicant's Signature: _____ **Date:** _____

Submission:

Completed grants with signed cover letter may be submitted by mail or email to:

Chris VanBuren

721 Winter Ave.

Waupun, WI 53963

Email: grant@efwaupun.org

If submitting by email, make sure you put “**Educational Foundation of Waupun, Inc. Grant**” in the subject so that it does not get accidentally deleted as junk mail. If you do not receive a reply or notification of acceptance after three days of submission, please resubmit, call, or text Chris VanBuren at (920) 344-6153.

Timeline for Grant Applications:

1. **Send completed proposals by, April 15 or September 1.**
2. Grant committee meets and makes recommendations to Foundation board at the May Foundation meeting for the board’s approval.
3. Grant winners will be notified and checks dispersed around the end of the school year or after the September Board meeting.
4. Grant winners will use their funds within 12 months.
5. Grant winners will be invited to the November Educational Foundation of Waupun, Inc. meeting to present to the board how their grant is working and a publicity photo will be taken at that time. An email will be sent to all recipients early in the school year as to the specific date and time of the November meeting.