

The Bridgman Foundation for Educational Excellence awards grants for activities, projects and materials that are above and beyond what the District provides for in its budget. Grants are awarded to staff and teachers for the purpose of supporting curriculum enrichment and enhancing the learning experience.

Generally, grant evaluation criteria include the following:

* How many students in which grade levels will it benefit and how will it benefit the students?
* How does it enrich the learning experience?
* How many colleagues will it benefit and how will it benefit them?
* What is the life cycle of the request? For example, is it a one-time event or will it last over 1, 2, 3 or more years?
* How long will it take to implement?
  + If this request will entail a multi-step implementation, please provide the implementation time-frame for each step and its corresponding cost.
* Are there renewal costs (e.g. software apps)? If so, what are they and when will they be incurred?

***NOTE: The Foundation has a limited annual grant budget and may not be able to fund all requests or all future implementation steps requested***.

Completed grant applications must be dropped in the Foundation mailbox in the Superintendent’s office AND emailed to: [projects@bridgmanfoundation.org](mailto:projects@bridgmanfoundation.org). If you have attachments that cannot be emailed, please attach those items to the physical submission form.

|  |  |
| --- | --- |
| **Grant Title:** |  |
| **Submission Date:** |  |
| **Applicant’s Name:** |  |
| **Position:** |  |
| **School: (X one)** | **High School: Middle School: Elementary School:** |
| **Cell Phone:** |  |
| **School Phone:** |  |
| **E-Mail:** |  |
| **Grant Amount:** |  |

**If awarded funds by BFEE, I agree that:**

* **All expenditures will be consistent with the description outlined in this application;**
* **Should the need arise to deviate from the approved application and its expenditures, I will obtain written approval from BFEE prior to incurring any expense; and**
* **I will complete the evaluation by the due date, and if called upon, be prepared to present a brief summary of my grant results to the BFEE board and/or potential donors.**

*Signature of the Principal and Superintendent indicates that the application has been reviewed and is not in conflict with building and district goals, curriculum, and/or expectations.*

|  |  |
| --- | --- |
| **Applicant(s)** |  |
| **Principal** |  |
| **Superintendent** |  |

1. Give a brief description of your grant request, including goals and objectives.

Click here to enter text.

2. What is the timeline for the grant request?

Click here to enter text.

3. Estimate the number of students who will benefit. Indicate grade levels and/or classes involved.

Click here to enter text.

4. How does this grant request benefit curriculum, enrich and enhance the learning experience of your (and other, if applicable) students?

Click here to enter text.

5. List additional Bridgman Public Schools personnel that will be involved. (Include name and position.)

Click here to enter text.

6. How will you evaluate whether the objectives of the project have been met? Note: Evaluation Summary evaluation forms will be provided when grant is awarded and can be found on the Foundation website at *bridgmanfoundation.org/projects*. Generally, they are due 30 days after grant implementation or completion. If this is not practical, please advise the Project Chair with a proposed submission date.

Click here to enter text.

7. How will you share what you have learned from your project with your colleagues, i.e. reports, presentations, make materials available, etc.? Include the benefits to your colleagues and their students.

Click here to enter text.

8. What resources will be needed? Please detail the cost and include a list of materials, equipment, sources of supply, transportation, and other items. Remember to include shipping and handling costs and tax. Also provide renewal costs, if applicable.

Click here to enter text.

9. Is there any additional information the committee should know prior to making a decision with regard to your request?

Click here to enter text.