

**WEF Grant Application**

***Applications must be typed***

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| **Project Title:** |
| **Primary Applicant’s Contact Information**  **School:**  **Grade(s):**  **Address:**  **Name**:  **Role (Teacher, Administrator):**  **Email:**  **Daytime Phone:** |
| **Project Description:** *Provide a description of your proposed project. Indicate the impact of your project on the school community, including what grades will be impacted, how many students, and the number of teachers/staff involved.* |
| **Goals and Benefits:** *Describe the specific goals for the grant; include how the project will benefit the Wilmington Public School community.* |
| **Need:** *Define the need for this project and how the need was determined.* |
| **Evaluation:** *Describe how the success of this project will be evaluated.* |
| **Communication:** *Describe how you plan to share the learnings from your project with*  *your colleagues and the Wilmington Public School community.* |
| **Timeline:** *Indicate the starting and ending dates, major activities or events, and when the final report will be submitted.* |
| **Budget:** *Provide a detailed and itemized budget for the funds being requested from the Wilmington Educational Foundation, such as:*   * *Supplies/Materials* * *Equipment* * *Speaker or other contracting services* * *Registration fees, travel, lodging, food* * *Substitute fees* * *Teacher Stipend* * *Other (specify)* |

If funded, I/we agree to carry out the goals of this project in accordance with the description and budget contained in this application or in accordance with any adjustment which is subsequently approved by the Wilmington Educational Foundation. In the event that I/we do not carry out this project for whatever reason, I/we agree to account for and return all unused funds to the Wilmington Educational Foundation.

Primary Applicant’s Signature/Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Collaborators’ Signatures/Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Please complete the application fully and concisely and either mail it to the address below or email it to **wilmingtonedfoundation@gmail.com**. You may also email or send supporting materials such as brochures, articles, etc. Mailing address: Wilmington Education Foundation, 668 Main Street, Box 190, Wilmington, MA 01887