



OIEF GRANT PROPOSAL

Thank you for applying to the Orcas Island Education Foundation for a grant. The OIEF strives for "Excellence in Education" in our public schools. We hope that your request will enhance our public school students' educational experience – whether that is inside or outside of the classroom.

NOTE: APPLICATION PERIOD -- There are two periods in which to submit your grant proposal:

- 1) June 1 through August 1 for grants awarded in the Fall.
- 2) October 1 through November 1 for grants awarded in the Winter/Spring.

Please be sure to apply within those defined periods.

In order to better understand your request for funding, we ask that your proposal include the following:

1. **AN EXECUTIVE SUMMARY:** This would be a concise description of your project, including the amount of the requested grant.
2. **WHO WILL BENEFIT?** How many students will be affected by this grant? What grade(s) will be involved?
3. **GOALS AND OBJECTIVES:** Basically, why is this grant needed? What outcomes are you hoping to see?
4. **BUDGET:** Include all expenses. Be sure to mention any co-funding you might be seeking, or have already received.
5. **EVALUATION:** How will you measure success?

Conditions of the grant: It must be used for the Orcas Island Public Schools only. If you are awarded a grant you must agree to write an article or letter to the local papers talking about the grant, OIEF, and the success of students because of it. Any equipment or supplies funded by the grant will be the property of the OISD. If you agree to these conditions, please sign here:

PRINT NAME

SIGN NAME

DATE

Finally, please submit this form with your grant and have the following approvals:

Administrative Supervisor (Principal or Superintendent)

Business Manager

The grant and this cover form **MUST** be submitted to the Administrative Supervisor who signed above. **NO grant may be submitted directly to OIEF.**