



**Chelsea Education Foundation
Chelsea, Michigan**

CEF GRANT APPLICATION: 2018-2019

Instructions

Complete the following form and return it to CEF as an email attachment. Send it to: grants@chelseaeducationfoundation.org The window for accepting applications is from SEPT. 10, 2018. To OCTOBER 22, 2018. The grants chairperson will send you an email acknowledging receipt of your application within 48 hours. If you do not receive confirmation, please contact me directly at: susanwhitelaw@gmail.com; phone: 440-552-4180.

Applicant:

Name

Email

Position Title at CSD

Name of School (s)

Proposed Program:

Title of Program for which you seek funding

Was this Program funded by CEF last year?

In total, how many years has CEF funded this program in the past?

Briefly Describe the Program/Project

Have you received approval for your proposal from your school principal?

Learning Objectives.

Clearly state the learning objective/s of the program.

Explain how the learning objective/s align with the current goals and/or curriculum of the school/s.

Explain specifically how the program will achieve these learning objectives.

Impact and Innovation:

How many students do you expect to be interested in participating?

How many students can participate? If this is less than the number you expect to be interested, how will the students be selected?

If applicable, describe impacts of the program on the wider school community.

If your program incorporates new ways of educating students, what makes the program innovative?

Budget Feasibility:

State the anticipated total cost of the proposed program.

State the amount requested from CEF.

Are you willing to accept partial funding?

List any other efforts made to seek additional funding for the proposed program.

Itemize and describe in detail how the funds will be allocated.

Publicity

Please provide a brief description of your proposed program that could be used in CEF publicity materials.

If funded, please expect to provide photos of the program to CEF for marketing and publicity purposes.

Performance Review

The CEF Grant program requires all grant recipients to complete and return a Grant Performance Review. The performance reviews are used by CEF to document the funds expended for the grants each year and help budget the funds that will be available for grants the following year. If you are successful in obtaining a grant, the performance review form will be included with the acceptance letter.

Please submit your performance review to the Grants Committee Chair by email within 30 days of completion of the project. Please include photos and other publicity with your performance review.

For More Information

Information about the CEF Grant Program can be found at:
grants@chelseaeducationfoundation.org