

Chelsea Education Foundation Grant Application Guidelines: 2018

Qualifications for Grant Applicants

Applicants for CEF grants must meet the following criteria:

The application must be signed by a current employee of the Chelsea School District. All funds will go to the Chelsea School District.

The grant must be made for the benefit of current students of the Chelsea School District to enhance the academic, social, and emotional development of current students.

The applicant must not be a current member of the Grants Committee.

If the applicant received a CEF Grant in a previous year, they must have submitted a Grant Performance Review associated with the previous year's award prior to the current year Grant application deadline. Failure to submit a Grant Performance Review for a previous award prior to the close of the current year application window will disqualify an applicant from receiving a Grant in the current cycle.

Criteria for Assessing Grant Applications

Your application should include as much detail as possible to assist the Grant Committee in evaluating your program/project.

The CEF grants committee will consider the following criteria as part of the overall scoring procedure:

LEARNING OBJECTIVES: Are the learning objectives clearly stated? Does the proposal align with the current goals and/or curriculum of your school and the Chelsea School District? Is there a strong justification for the ability of the grant proposal to achieve its stated objectives?

IMPACT AND INNOVATION: Does the proposal have the ability to affect a wide range of students and/or have the ability to substantially influence the educational experience of the participating students? Does the proposal contain innovative approaches for education?

FEASIBILITY: Is the financial request justified, and will it cover the expenses of the proposal? Are the applicant and/or the applicant's organization qualified to accomplish the aims of the grant? Does your requested budget cover all expenses?

Performance Review

The CEF Grant program requires all grant recipients to complete and return a Grant Performance Review upon completion of any funded program or project. 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 will be included with the acceptance letter and we strongly suggest you use the form to track your program/project expenses throughout the year.

Information about the CEF Grant Program can be found at:

grants@chelseaeducationfoundation.org