Special Funding Request Form

FEEF recognizes the importance of enriching the education of all Fairhope students. Each year FEEF sets aside special funding for teacher grants. These grants may be used to cover the expense of classroom enrichment opportunities. Any full-time faculty or staff member in the Fairhope feeder pattern may apply for the grant money, with approval from his/her principal. FEEF may award full or partial amounts of the grant request. All programs funded by FEEF must be publicized as "Supported by FEEF."

Filing Date: ___/___/___

Grant applicant: _____

Position: _____

School: _____ Grade (if applicable): _____

Email: _____

Principal Signature: _____

Please provide a detailed description and purpose of request. Consider specific ways in which this program/project will promote and enrich STEAM (science, technology, engineering, arts, math) educational opportunities for Fairhope students. Attach additional paper as needed.

_____

_____

What are the expected outcomes/needs met and how will you measure the success of the program/project? Consider specific ways in which the program/project will lead to the improvement of academic skills or arts enrichment for students or long-range improvement of your school. Attach additional paper as needed.

_____

_____

What is the timeline for the proposed program/project? _____

How many students will benefit? _____

Will students beyond your class, grade, or school benefit from the program/project? If yes, please explain. _____

Will students beyond this academic year benefit from this program/project? If yes, please explain:

_____

List at least three ways you will share the outcome or lessons learned from the project with other teachers, parents, and the larger Fairhope community. For example:

- ○ Student generated assignments_____
- ○ School newsletter_____
- ○ School installation of art, live performance, academic presentation_____
- ○ Social media posts (Please be specific regarding platforms and format. For example: "Video testimonial from students posted on school website and Facebook page.")_____
- ○ Other _____

What is the proposed budget for the project and how will the grant be applied? Attach additional paper as needed. _____

Amount requested: _____

Has this project previously been submitted to FEEF for funding in this or a previous year? If yes, please explain. _____

Have any other sources for funding been pursued (i.e. principal, crowdsourcing through a platform such as DonorsChoose.org, classroom fundraising, other grant applications, etc.)? Is there the possibility of matching grants if FEEF were to partially fund the grant request? If so, please explain. _____

Partial amount accepted: _____

Date funding needed: _____

Check to be made payable to: _____

Please provide original, itemized receipts to FEEF within 14 days of event, purchase, etc. Your signature constitutes agreement to complete the final report detailing outcomes, success measurement, and method of community notification to be submitted by January 1 for first semester grants and May 1 for second semester grants. Failure to meet the preceding grant guidelines may jeopardize your eligibility for assistance with future FEEF grants. Please direct all documentation to director@feefonline.org.

Applicant signature:_____
Date:_____

For FEEF use only:
Date received:_____
Approved:_____
Date approved:_____
$ Approved: _____

School:_____Grant Title:_____

RATING SCALE: 0 lowest, 5 highest. Total points and initial.

1. Is a detailed program/project description provided? Is the proposal presented in a clear, concise manner?
0   1   2   3   4   5

2. Does it show evidence of a plan designed to meet the stated goals?
0   1   2   3   4   5

3. Is there a timeline for carrying out the proposed program/project?
0   1   2   3   4   5

4. Will the program/project further FEEF's mission of promoting and enriching STEAM educational opportunities for Fairhope students? Does it embody FEEF's mission statement?
0   1   2   3   4   5

5. Will a large number of students benefit from this grant?
0 (small group)   1 (one class)   2 (several classes)   3 (one grade level)   4 (one school)   5 (several schools)

6. Does this grant lead to the improvement of academic skills or arts enrichment in students?
0   1   2   3   4   5

7. Does the grant benefit other teachers?
0   1   2   3   4   5

8. Will the grant be used frequently (i.e. a limited time, monthly, weekly, daily)?
0 once   1limited time   2 semester   3 monthly   4 weekly   5 daily

9. Will the grant support a program or provide equipment that will be of benefit to students beyond the immediate school year?_____ If so, what is the projected duration?_____
0   1   2   3   4   5

10. Is there a plan to evaluate the success of this program/project? Is it clearly explained?
0   1   2   3   4   5

11. Does this grant display creativity and resourcefulness?
0   1   2   3   4   5

12. Was the budget presented in a concise, complete form? Does it appear to be thorough and reasonable for the materials requested?
0   1   2   3   4   5

13. Has the applicant previously been awarded a FEEF grant? If so, did she/he meet completion requirements?
0   1   2   3   4   5

14. Has this project previously been considered for FEEF funding? What was the date of the submission and amount funded (if applicable)?
_____

Funding. Will this grant be partially funded? Is there co-funding available?
(What other sources of funding have been pursued?)_____yes _____no

TOTAL # OF POINTS: _____   RATER'S INITIALS: _____