

FRANKLIN COUNTY
COMMUNITY FOUNDATION



an affiliate of
NORTH CAROLINA COMMUNITY FOUNDATION

**FRANKLIN COUNTY EDUCATION FUND
MINI-GRANTS**

2011-2012

**313 Church Street
Louisburg, North Carolina 27549**

The Franklin County Community Foundation announces the availability of mini-grants from the Franklin County Education Fund. The mini-grants program has been established to encourage creativity in effective teaching throughout the Franklin County School System.

All public school teachers and support personnel in grades Pre-K through 12 are eligible to apply for grants up to \$350.00 for special classroom projects or enrichment programs.

To obtain an online application, please visit www.nccommunityfoundation.org and click on Affiliates. The application can be found under Franklin County/Education mini-grants.

**FRANKLIN COUNTY EDUCATION FUND
MINI-GRANTS 2011-2012**

HOW TO APPLY: Carefully review this proposal form and guidelines below before writing a project proposal. A typed copy of each proposal must be postmarked by Tuesday, October 25, 2011.

Project awards will be announced by November 29, 2011, and checks will be sent directly to project teachers. Projects are to be implemented between February 2012 and June 2012, and final evaluations submitted to the Education Fund Committee by August 2, 2012.

THE SELECTION PROCESS: Applications are evaluated anonymously by a Review Committee of Board members from the Franklin County Community Foundation.

The committee considers four factors in evaluating proposals: creativity, benefit to students, efficient use of funds, and adaptability of project. An important consideration is to make the project as cost-effective as possible, because funds are limited.

GUIDELINES: The following guidelines should be used in considering applications for a mini-grant:

Projects should directly involve students as much as possible. An audiovisual program developed for classroom use, for example, ideally should be written and produced by students.

Funds can be used to purchase equipment or to provide field trip transportation, but not when they are detached from a larger project. Equipment and trips should be just one component of a well-planned unit of instruction.

Incorporating matching funds and community resources is encouraged. For example, donations of community organizations could be used as a component of project support.

Interdisciplinary or team-teaching projects and those that involve different age groups are accepted.

Portions of grants can be used to compensate experts who come to work with students but not to pay public school teachers or staff.

Submit to the address listed above a written evaluation of the project, a simple financial statement, and receipts for expenses within two weeks of completion of the project, but in any event no later than August 2, 2012, whichever is first. Any remaining funds must be returned upon receipt of financial statement.

DEADLINE FOR COMPLETED APPLICATION: Tuesday, October 25, 2011.

FRANKLIN COUNTY EDUCATION FUND MINI-GRANT APPLICATION

2011-2012

Title of Project

Submitted by:

Grade(s)/Department(s):

(Applicant(s))

(Name of School)

Personnel Involved:

(School Mailing Address)

(City) (State) (Zip)

AMOUNT OF REQUEST: _____

I/We agree to fulfill the responsibility outlined in this proposal, and to give attribution to the Education Fund in printed materials and to the media during its implementation.

(Applicant's Signature)

I have read this application and to the best of my knowledge, the materials requested are not available in this school at this time.

(Principal's Signature)

SEND TO:

Franklin County Education Fund
c/o Franklin County Community Foundation
313 Church Street
Louisburg, North Carolina 27549

No hand deliveries will be accepted. All applications must be postmarked by October 25, 2011.

FRANKIN COUNTY EDUCATION FUND MINI-GRANTS APPLICATION FORM

For objectivity in evaluating your request, please do not include your name or the name of your school on this sheet.

Title of Project: _____

Budget Request: _____

Number of students to be served by this project: _____

Target Population: Subject: _____ Grade Level: _____

Please include the following in your narrative description.

1. Project Description: limit 2 pages maximum, 12 pt. type. Include the elements below. No handwritten pages accepted.
2. Goals and Objectives: what do you hope to accomplish?
3. Schedule of Activities: include beginning and ending dates of project
4. Evaluation: How will you determine whether your objectives have been achieved and whether your project is successful?
5. Detailed Budget Request: (List each item separately below with approximate cost.)

Materials (Equipment, Supplies, etc.)	Cost
TOTAL:	