



SHEF 2012 Grant Application Information Sheet

The Steilacoom Historical Educational Foundation (SHEF) is an organization dedicated to encouraging and enabling excellence in education in the schools of the Steilacoom Historical School District.

Purpose: This program provides yearly grants to schools in the Steilacoom School District with financial assistance to supplement or enhance the educational opportunities otherwise not funded by the school district. Unfortunately, funds are not available to compensate district employees for preparing or supervising these activities, although SHEF commends and appreciates the effort and value provided by SHSD staff.

- Available Funds: **(\$3,000 total for all grants)**

Grant: The funding from this grant must be used in the Steilacoom School District to benefit as many students as possible in one school or multiple schools. The intent is to cover costs such as the purchase of materials, supplies, or services for guest speakers or consultants. Unfortunately, funds are not available to compensate district employees for preparing or supervising these activities, although SHEF commends and appreciates the effort and value provided by SHSD staff.

Who may apply: Any employee or volunteer of the Steilacoom School District may apply by submitting a signed application. Signature approval from the Principal of the designated school(s) must be obtained.

Criteria for award

Grants are expected to:

- Supplement or enrich the school's educational experience.
- Support programs or items that are not the school district's responsibility i.e. anything considered basic school curriculum.
- Support Steilacoom District Academic Performance Standards.
- Communicate clearly the purpose and the methods to achieve the objectives.

The Program's intent is to support and promote student centered school programs that will do one or more of the following:

- Reinforce student social, cooperative, and team building skills.
- Encourage and develop school-home-community linkages.
- Increase parental involvement and family support.
- Stimulate and motivate students to achieve academic excellence.
- Encourage students as active participants in the learning process.
- Encourage specific improvement in students' skills and/or attitudes.
- Nurture students' desire to learn and create.
- Adapt easily for use by other teachers/schools.

DEADLINE DATES

Grant Applications Available:	15 January
Submission of Application Deadline:	1 March
Award Notification:	30 April
Grant Evaluations due:	90 days after program completion

Application Procedure:

- The grant application form (attached) must be completed to formally apply for a SHEF grant. **Copies may be made if there is more than one proposal from the school.**
- If the grant request is not legible, reasonably detailed, and submitted using the appropriate form it will be returned to the respective applicant and not considered for an award.
- Applications for grants can be sent to SHEF any time prior to the application deadline date. The Board will not consider applications that are received after the deadline. Applications must be postmarked or transmitted with an email date and time prior to 12 midnight on the deadline date listed above.
- Grant submission and more information are available at <http://shefonline.com/> and grant assistance can be provided by contacting the SHEF Grant Manager.

Obligation Requirements:

- Grant recipients must submit a written final report to SHEF 90 days after stated end program date addressing the achievement of stated outcomes, program evaluation, exportability, problems encountered, and actual budget.
- Applicants will not be eligible for further grants unless reports are submitted to SHEF within deadline dates.
- Waiver of dates will be at the discretion of the SHEF Board of Directors.
- Grant recipients must show evidence of SHEF Sponsorship for their project (newsletters, bulletins, posters, bookplates).

CONTACT : <http://shefonline.com/grant.html>

OR : Jim Jimenez, SHEF Grants Manager, PO Box 88576, Steilacoom, WA 98388



Grant Application 2012

_____	_____	_____
Grant Applicant Name:	School and/or Dept.	Date
_____	_____	_____
Mailing Address	City/State/Zip	
_____	_____	_____
Phone	E-mail	Fax

Program/Project Title:

Purpose:

Measurable Objectives:

Project Description (Methods & Products):

Evaluation (Expected and Measurable Outcomes):

Time period of Grant (start and end dates): _____

Number of Students served: _____ Grade Level(s) Served _____

Proposed Budget:

Budget		
Direct Costs	Projected	Actual <small>(To be completed with the final report)</small>
Presenter/Consultant Fees		
Equipment		
Supplies		
Travel		
Other		
TOTAL Requested Funds:		

Signature of Applicant

Signature of Principal Approving Project

NOTE: APPLICATION DEADLINE MARCH 1, 2012



Final Report 2012

(Submission due 90 Days after Program Completion)
 Mail To: SHEF GRANTS Manager
 PO Box 8857
 Steilacoom, WA 98388

Grant Applicant Name	School and/or Dept.	Date
Mailing Address	City/State/Zip	Phone
E-mail	FAX	

Purpose:

Measurable Objectives that were met:

Project Summary (to be used on the SHEF website):

Time period of Grant (start and end dates):

Number of Students served:

Grade Level(s) served:

Results (additional findings and products):

Limitations/difficulties:

Recommendations for Further Programs:

Implications for use in other Schools:

Budget		
Direct Costs	Projected	Actual (To be completed with the final report)
Presenter/Consultant Fees		
Equipment		
Supplies		
Travel		
Other		
TOTAL:		

Signature of Grant Recipient

Signature of Recipient's Principal