

HEF Mini-Grants

2011 - 2012

The Hackensack Education Foundation (HEF) is accepting applications for Mini-Grants for the 2011-2012 school year.

Grants of up to \$1000 will be awarded to individual teacher or teacher teams.

Who can apply?

- Individual teacher
- Teacher team
- Administrators

Proposals can be designed for grade level, departmental or school wide projects. The guidelines for mini-grant proposals are as follows:

1. The focus of the HEF mini-grant program is to promote **student achievement and success in the world of work or the arts**. However, proposals in any area will be considered.
2. The proposed project must be student centered.
3. Proposals must be for projects that are supplemental to those normally funded by the Board of Education.
4. No funds will be provided for salaries. However, funds may be used to compensate consultants or to purchase professional services such as artist in the classroom, assembly programs, etc.
5. Applications are to be submitted by **June 15, 2011** for proposed projects to be conducted during the 2011-2012 school year.
6. Applications will be rated by a board of reviewers. Awards will be made by September 1, 2011.
7. Mail by June 15, 2011 to:

**Hackensack Education Foundation
c/o Ronnie Bolcik McKenna, Mini-Grant Chair
134 Krone Place
Hackensack, NJ 07601**

Questions can be sent to vbolic@optonline.net Please write *HEF Mini-Grant* in the subject line.

Hackensack Education Foundation

2011-2012 Mini-Grant Application

Name: _____

School and/or Assignment: _____

Email Address: _____

1. **Project Objective:** Briefly state the objective(s) of the proposed project. Please indicate the NJ State standards that your proposal addresses.

2. **Project Description:** *Attach* a description of the proposed project, outlining the activities and materials to be used, as well as the students to be affected by the project. Please limit to one page.

3. **Budget:** Indicate the specific items of expense and the amount requested for each. Please note that the Hackensack Education Foundation cannot fund staff salaries but will fund the cost of purchased services.

Item of Expense

Amount

4. By signing below I indicate that I am willing, if requested, to provide the H.E.F. Board of Trustees with an oral or written report of the project's outcomes.

Applicant's Signature _____ Date _____