

## **Weston Education Foundation Community Education Grant**

### **MISSION:**

Weston Education Foundation (WEF) is a 501(c)(3) non-profit, community-based organization whose mission is to promote excellence and innovation in education for Weston residents.

### **PURPOSE:**

The purpose of the Weston Education Foundation Community Education Grant is to provide funds generally up to \$1500 to Weston based organizations or individuals to develop educational programs that benefit its constituents and/or the residents of the Town of Weston.

### **FUNDING:**

These grants will be awarded to organizations and/or individuals that present educational programs from which either their constituents or the residents of the Town of Weston may benefit. Preference will be given to organizations that can demonstrate sustainable funding for their project after the completion of the WEF grant.

### **CRITERIA:**

**The Foundation will give priority to:**

- New projects
- Projects that promote educational opportunities
- Projects that reflect input from constituent groups in project design and evaluation
- Projects that include a clearly defined plan with defined outcomes
- Projects that address sustainability of the project at the end of the grant term
- Projects that build on community assets and strengths
- Pilot Programs

### **WEF does NOT fund:**

- Support for Religious or Political organizations
- Annual appeals or fundraising events
- Open space purchases
- For-profit, parochial, charter or private schools
- Nonprofit endowments
- Capital requests

### **APPLICATION PROCESS:**

***There are two application cycles, a fall cycle and a winter cycle. Applications in the fall will be accepted between September 1 and October 15. The winter cycle runs from February 15 – April 1.***

Please complete sections I, II, and III of the enclosed application. The application must be signed and dated by the applicant if an individual, or the applicant and Director of the applying organization.

One copy of the cover sheet, application, and budget should be emailed to [grants@westoneducationfoundation.org](mailto:grants@westoneducationfoundation.org).

Please contact the Grants Committee of the Weston Education Foundation at the above email to learn more about the Community Education Grant or for an application packet.

**Community organizations must wait for 12 months to apply for another grant if they are a current grant recipient.**

GRANTS COMMITTEE

Woody Bliss

Lois Guberman

Dana Lintell

Bernie Park

Eileen Sawyer

Liz Stokes

Alisa Trugerman

Weston Education Foundation  
COMMUNITY EDUCATION GRANT APPLICATION

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Section I: Applicant Contact Information

Name:

Date:

Organization:

Organization address:

Organization Phone number:

Contact Person:

Contact phone:

Contact e-mail:

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Section II: Project Title, Organization History, and Signatures

Project Title:

Requested Amount:

Organization history (75 words or less):

I understand that if I receive a grant from the Weston Education Foundation (WEF), I am obligated to submit a FINAL REPORT about my project. Grants greater than \$3,000 will also require an INTERIM REPORT three months after the project's start date. I also understand that WEF's funding support should be included in our publicity,\* and that event pictures should be provided to WEF for use on their web site and in their newsletters.

\*flyers, invitations, press releases, photographs etc.

Applicant Signature:\_\_\_\_\_ Date:\_\_\_\_\_

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Section III: Project Detail and Budget

Please attach answers to the following questions.  
Please limit your narrative to a maximum of 3 pages.

**Narrative:**

1. General description of proposed program or project
2. Specific details as to how grant will be used
3. Who will benefit?
4. What outcomes will result from the project/program?
5. Narrative of program costs and how they were obtained
6. How do you plan to sustain the program after the WEF grant?
7. If WEF does not fund this grant, how will you fund it?

**Budget information:**

1. Detailed project budget

2. Additional sources of funding. Please list.