



# 2024-25 SEEF Grant Application Google Form Overview

We've listed the application questions below to give you an idea of how easy our grant proposal process is.

Please visit our website for many helpful resources: [ShakopeeEdFoundation.org/teacher-grants/](https://ShakopeeEdFoundation.org/teacher-grants/).

Problems with Google Form submissions can occur when navigating away from the page or closing the browser before submitting. Internet or server connectivity issues can also hamper the process. If your form was submitted successfully, you should receive a confirmation email confirming your submission.

If you have additional supporting documents or information to provide after submission, please email [ShakopeeEdFoundation@gmail.com](mailto:ShakopeeEdFoundation@gmail.com).

**General Information** \* Indicates a required question.

Project Title\*

Applicant (primary contact) \*

Applicant Position\*

Contact Email\*

Contact Phone #\*

School/Program\*

Grade/Department\*

List all teachers/staff/grade levels who will benefit from this project. \*

Is your grant proposal technology-based, meaning would any part of your project interact with the building's network, hardware, or software? \*

If you were awarded a grant in a previous SEEF grant cycle, did you submit a Final Grant Report Form? \*

## Grant Proposal Details

Please describe your grant proposal by answering the following questions in as much detail as possible. Each of the bolded items represents evaluative criteria on our scoring rubric. As part of the **Professional Presentation** evaluative criteria, please answer all questions, provide complete information, and check for errors before submitting your application.

Provide a Summary Statement of two to three paragraphs to describe your proposal including the purpose/objective, rationale, target learners, and expected outcomes. (Your statement may be used in SEEF promotional communications.)

**Innovation, Creativity & Uniqueness:** Describe how your project will introduce new, creative, or innovative educational methods, materials, and/or technology to promote unique learning opportunities for students. \*

**Educational Need:** Describe how your project fulfills a specific and significant need and ties the need to student learning. \*

**Student Impact:** 1) How many students will be affected by the project in its initial year? \*

2) Based on the population identified in the proposal, describe how the number of students served is cost efficient and sustainable for future groups of students. \*

**Evaluation Plan:** State clear and measurable methods for assessing the degree to which the learning outcomes will be achieved. \*

In what ways will you acknowledge and promote SEEF's support for the project to students, staff, parents, and the community? \*

**Budget Narrative**

Please include a reasonable, accurate, and detailed budget of all costs associated with your project. Grants are awarded up to \$2500. See the Grant Guidelines & Criteria for items we will NOT fund. To be considered, grant applications must show a list of exact costs. You may attach additional documents to your application to support your budget request.

Total Project Cost \*

Amount Requested from SEEF \*

Please list external sources of funding for your project. \*

Would partial funding allow you to implement the project? \*

If the project is intended to be ongoing, how will you support it when the grant funding ends? \*

Please list your specific budget, including a detailed breakdown of materials, equipment, supplies, etc., in order of priority. In the event your request is partially funded, we will consider your list in order of priority. Specific costs, not estimates, are required.

If you want to attach your own budget document, you may do so here. (upload)

**Grant Proposal Submission**

By submitting this grant application, I confirm that I have met the conditions in the instructions, including the following requirements (check all that apply): \*

- My school/program principal or supervisor reviewed and approved this proposal.
- The Director of Instructional Technology reviewed and approved this proposal (technology-based projects only).
- I will commit the time needed to conduct the work as described in the grant application and will complete the required Final Grant Report if awarded grant funds.