

**Ukiah Educational Foundation
Grant Application**

(Not to exceed \$3,000)

Part I - Cover Sheet

In order for the grant application to be considered, it must be for extra-curricular activities only. Requests for teaching tools and supplies will not be considered.

Extra-Curricular means non-mandatory out-of-classroom activities.

Proposal Information

Title: _____

Target Audience: _____

Amount Requested*: _____

Contact Information

Name of Individual, Department, Class, Organization, etc.:

Name of Contact Person: _____

(person with primary responsibility for implementing grant or scholarship):

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____

School: _____

Signatures

Applicant: _____

School Principal: _____

Attach request summary (75 words or fewer).

Applications for funds may be submitted by the following deadline: September 1st. Submit all grant applications to Debra Kubin, Secretary, Ukiah Educational Foundation, c/o Ukiah Unified School District Superintendent's Office, 511 S. Orchard Ave., Ukiah, CA 95482.

**Grant monies not used by the end of the school year will be returned to the Foundation fund unless other arrangements are made at the time of award.*

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Part II – Narrative (maximum 500 words)

Please briefly describe the following:

Rationale (30 points):

- How does this project support Ukiah Unified School District (UUSD) goals?
- How will this project meet student and/or school needs?
- Why are additional funds required?

Objectives (20 points):

- Describe a successful outcome for this project.
- What are your instructional objectives?
- What other benefits will students or the school receive?

Evaluation/Outcome (20 points):

- How will you measure success (quantify benefits to students or school, define “meeting objectives”)?
- When will you begin measuring the project’s success?
- What will you do if, during the project year, the desired results are not forthcoming?
- How will you share results with the Foundation and the community?

Activities and Personnel (20 points):

- What activities will you implement to promote success?
- Who will be involved, and how?
- How will you encourage collaboration among families, teachers, students, administrators, and community members?
- Please identify any person associated with this project that is not a UUSD employee or student. Please include the person’s name and title, and the service he or she will provide.

