

Westlake Education Foundation  
27200 Hilliard Boulevard  
Westlake, OH 44145

October 12, 2011

To: All Westlake City School Educators

Subj: Westlake Education Foundation Grants

The Westlake Education Foundation plans to award teacher grants in November, 2011. These funds will be available for the second semester of the 2011-2012 school year! Application forms are being made available to all teachers, in all schools, by Pam Griebel, Director of Academic Services. Copies of the application will also be available on the Westlake Education Foundation web site: [www.WestlakeEducationFoundation.org](http://www.WestlakeEducationFoundation.org).

The deadline for submission is **Thursday, November 10, 2011**. Applications should be sent to the Administration Building addressed to Westlake Education Foundation, c/o Pam Griebel. The Foundation plans to review the grant applications and notify the awardees in November. All successful grant applicants must participate in a grant review follow-up.

*We are looking for applications that express creativity and impact the greatest number of students. Those applications that exhibit strong connections to the district's courses of study and that encourage integration with other curriculum areas are the most desirable. We encourage you to combine your talents with our funding for the benefit of the students within our school system.*

If you have any questions, contact Pam Griebel at the Administration Building.

Sincerely,

The Westlake Education Foundation

# *Explore The Possibilities!*

## **The Westlake Education Foundation**

*is here to help make that exciting idea for a classroom project a reality! Fill out this application form to be considered for a foundation grant.*

### **Teacher Grant Guidelines:**

• **APPLICATION**--Submit a completed application form outlining the project objectives and methods, in addition to a proposed budget. Fill out the form completely and return with the rest of the application to The Westlake Education Foundation, c/o Pam Griebel, 27200 Hilliard Boulevard, Westlake, OH 44145, no later than **November 10, 2011**.

• **ELIGIBILITY**--Any employee of the Westlake City Schools having contact with students either through the classroom or through program administration is eligible to apply for a grant. There is no limit to the number of project applications an individual may submit.

• **CRITERIA FOR JUDGING**--The Westlake Education Foundation reviews the applications and ranks them according to the following criteria:

1. level of hands-on involvement by students;
2. project-oriented expenditures as opposed to a concentration on acquiring equipment;
3. clearly-defined goals and objectives;
4. well-articulated project methods;
5. cost-effectiveness; and
6. funding outside the realm of normal school budget.

## **Grant Application Form**

**Applicant's Name** \_\_\_\_\_

**School:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

\_\_\_\_\_  
**Applicant's Signature** **Date**

\_\_\_\_\_  
**Principal's Signature** **Date**

**Application due Thursday, November 10, 2011.**

Return to the Westlake Education Foundation, c/o Pam Griebel,  
27200 Hilliard Boulevard, Westlake, OH 44145

## Grant Application Form, pg. 2

**1. Project Goal: What will the project accomplish? Who will benefit?**

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**2. Activities: What do you plan to do? Using what approaches?**

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**3. Evaluation: How will you determine the success of your activities?**

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**4. Budget: Amount needed to accomplish the goal of this grant? How will the funds be spent? Include anticipated costs of materials.**

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