



JAMESTOWN EDUCATION FOUNDATION

77 NARRAGANSETT AVE., JAMESTOWN, RI 02835
WWW.JAMESTOWNEDUCATIONFOUNDATION.ORG

JEF 2020 ANNUAL ENRICHMENT GRANTS General Information and Grant Guidelines

Overview

The Jamestown Education Foundation is a private, non-profit 501(c)(3) corporation whose mission is to provide educational and cultural enrichment for Jamestown students. JEF partners with Jamestown schools and community organizations to support innovative programs that inspire young minds, encourage academic excellence and promote healthy lifestyles. All revenues are spent on educational programs for Jamestown youths. No one is turned away because of financial need. Each year JEF awards grant money that makes learning come alive for our students.

The total amount of funds available for a given year depends upon the success of JEF's fundraising efforts. *For 2020, JEF has budgeted up to \$10,000 for grants that will be awarded in June 2020, with projects to be implemented by June 2021.*

What do JEF grants support?

- JEF funds a broad range of projects, from those that focus on traditional academic subjects, to others in the visual and performing arts, science and technology, and still others that promote multicultural and community learning experiences.
- JEF funded programs should enhance, but not duplicate, the standard public school curriculum. We look for innovative, creative ideas that fall outside the ordinary school budget.
- JEF seeks programming that is accessible to all, regardless of ability to pay. We look for ways to proactively include disadvantaged students.
- JEF funded programs should have a strong educational component with clearly defined realistic goals.

Eligible Applicants

- Jamestown Schools faculty and administrators, parents, students, and community members may apply for funding in support of enrichment projects that benefit Jamestown students.
- Applications may be made by individuals or by groups.

JEF Grant Funding Criteria

- The proposal should demonstrate creativity and innovation in educational programming.
- The proposal should target a significant number of Jamestown students; however, proposals for smaller numbers of students may be considered if other grant funding criteria are met.
- The proposal should show if/how the project will be sustained.
- The proposal should not seek funding to sustain existing programs or retroactive funding for an existing project.
- The applicants agree to account for and report on the project once funded (more information below).

Submitting Grant Proposals

- Grant applications are also available at www.JamestownEducationFoundation.org.
- The proposal should include a clear description of the request that is easily understood by non-educators.
- The proposal must include all authorizing signatures.
- JEF encourages collaborative funding and invites applicants to seek partial or additional funding from other sources. The proposal should provide a plan and budget for additional non-JEF funding, if necessary.
- JEF may choose to offer partial funding at its discretion.
- Completed applications should be mailed to JEF at: 77 Narragansett Avenue, Jamestown RI, 02835 or e-mailed to Lisa46xx@yahoo.com.

Timeframe

Applications for the 2020 grant cycle must be submitted by **Friday, May 8, 2020**. Awards will be announced by June 12, 2020. Projects must be implemented by June 2021.

Evaluation of Grants Funded

The JEF requires all grant recipients to send mid-project and end of project status updates, including participant feedback and photos, in addition to an end of project financial account that includes unspent funding. It is required that all unused funding be returned to the JEF. It is also required that any budget reallocations be approved in writing by the JEF Board, which meets monthly.

Questions

If you have questions, please contact Lisa Tuttle at Lisa46xx@yahoo.com.

JEF 2020 ANNUAL ENRICHMENT GRANTS
Application Form

Project Title: _____

Applicant name(s): _____

Mailing address: _____

E-Mail: _____

Best Phone: _____

Project leader (if different from above): _____

Amount of funding requested from JEF: _____

Dates of proposed program: _____

Group(s) targeted for grant: _____

Approximate # of students involved: _____

Details of Proposed Project:

Outline the educational goals and objectives. Describe who will be involved. Detail what will happen, when, where, and how the project will be executed.

Project Benefits:

Describe the benefit to Jamestown students and the community. Be specific about the advantages your project offers. Give reasons why this proposal should be funded.

Proposed Schedule:

Describe the project's timeline, including start and completion dates.

Methods of Evaluation:

How and when will you measure the success of the project?

Sustainability:

Is the program repeatable without additional funding? Explain.

Budget:

Please be as specific as possible with your budget information. Use a separate sheet of paper, if necessary. Itemize direct costs. Please list any other sources of funding you are applying to or which have already granted financial support to your project.

Project title: _____

Total project budget: \$ _____ JEF funds requested: \$ _____

Expense Category	JEF Funds	Other Funds	Total Funding
Materials	_____	_____	_____
Stipends	_____	_____	_____
Other	_____	_____	_____
Total	_____	_____	_____

In the event that JEF is unable to provide full funding, would partial funding be useful?
Yes _____ No _____

Applicant's Signature: _____

NOTE: All Technology requests must also include the signature of the Director of Technology: _____

Date: _____

JEF Annual Enrichment Grants Commitment Letter

Project Title: _____

As the party(ies) responsible for the execution and administration of the proposed project, the undersigned pledge to:

- Submit a detailed accounting of all Jamestown Education Foundation funds expended as part of this grant, to be submitted to the JEF Treasurer.
- Return any and all unused funding to JEF at the end of the grant period (June 30, 2021).
- Request approval for any budget reallocations from the JEF Board.
- Send mid-project and end of project status updates, including participant feedback, photos, and other visuals for JEF publicity purposes.

Applicant's Signature: _____

Date: _____

JEF Annual Enrichment Grants Principal Comment Form

All requests for funding through JEF's annual grant-cycle must be accompanied by this form, which should be completed and signed by the building principal.

Principal's Name: _____

School: _____

Project Title: _____

Applicant: _____ Amount Requested: _____

Grant Evaluation

Grant Merit	N/A	Satisfactory	Good	Excellent
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Enrichment

Reach (# students)

Curriculum Fit

Innovation

Student Experience

Comments

Strengths:

Any Recommended Changes:

Additional Comments:

Principal's Signature: _____ **Date:** _____