



# SOUTHINGTON EDUCATION FOUNDATION, INC.

PO BOX 42

Southington, CT 06489

[www.southingtoneducationfoundation.org](http://www.southingtoneducationfoundation.org)

*The mission of the Southington Education Foundation is to instill a love of learning in our children through innovative and creative initiatives that expand existing public school educational opportunities. The Foundation will reach out to the community to help secure and inspire excellence and overall achievement in our already outstanding public school system.*

## GRANT APPLICATION INFORMATION

The Southington Education Foundation offers grants to teachers in the Southington Public Schools. The grants allow teachers to identify and address needs, challenges, and concerns unique to their students. The identified project/program should be reflective of both the schools mission statement and the mission statement of SEF as well as coordinated with existing curricula.

The funding period will be during the academic year with opportunities throughout the year depending on feasibility of the project and availability of funds. It is recommended however, that projects and requests be proposed at the beginning of the academic year.

All applications will be reviewed by a committee of the Directors of SEF. Grants will be awarded based on the quality and originality of the projects/programs. Teachers who apply may be asked to explain their project/program to the Directors prior to the awarding of the grant.

Grant moneys will be distributed and coordinated by SEF.

Upon completion of the project/program, an evaluation will be completed by the teacher(s) involved.

Grant Application and Grant Evaluation forms can be downloaded from the SEF website at [www.southingtoneducationfoundation.org](http://www.southingtoneducationfoundation.org). Please do not hesitate to contact George J. Costanzo, D.C. at 860-302-1812 or [georgecostanzo56@gmail.com](mailto:georgecostanzo56@gmail.com) with any questions or concerns.



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## GRANT APPLICATION GUIDELINES

1. Many of your measurements emphasize standardized test scores. The purpose of this grant program is not to increase performance on a standardized test but rather enhance the educational experience in the classroom. Please note that the Education Foundation Board of Directors is made up of members of the community. The grant committee is comprised of educators, business professionals and other community members.
2. Supplemental classroom materials and pre-packaged kits are acceptable, however, preference will be given to grants that demonstrate creative and effective implementation and inspire students to learn.
3. Grants that directly benefit large numbers of students will be given preference.
4. Preference will be given to programs with the potential for duplication.
5. A clear, concise, organized plan for use of money granted, with specific evaluation steps and criteria will enhance the application.
6. A detailed itemization of all costs and materials is required.
7. Pictures and/or other visuals of major items to be purchased are helpful.
8. Completed grant applications, along with any supporting materials, must be emailed to the Southington Education Foundation, Inc. at the following address:  
[georgecostanzo56@gmail.com](mailto:georgecostanzo56@gmail.com).
9. Applicants will be notified if an application has been rejected. Applications that are not funded will be kept on file for one year.
10. Proposals for new programs are preferred over repeat requests.



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## GRANT APPLICATION POLICIES

1. Grants will not be awarded for costs or items that may be available from other sources such as federal, state, or district funding.
2. No funds will be awarded for multiple applications from an individual school to fund an entire program.
3. The Foundation will not fund grant requests which exceed the stated dollar limit.
4. A timely outcome evaluation for each grant must be submitted by the stated deadline. Those who do not will be eliminated for consideration for grants for the following academic year.
5. In the event a recipient of a teacher grant transfers to another school within the district, the teacher may transfer the grant program to the transfer school, provided the transfer is to a compatible grade level. If the transferring teacher is one member of a group grant the grant will remain at the school rewarded the grant. Any dispute regarding a grant transfer may be resolved by a special sub-committee of three board members appointed by the President of the Board of Directors. Site grants are non transferable.
6. A teacher can receive multiple individual grants for the same funding period, provided the combined total of the grants requested does not exceed the grant limit for that funding period.
7. SEF shall fund only those projects that augment and enrich the curriculum and do not supplant programs traditionally funded by the school district, state, or federal budgets.
8. If the proposed project incorporates activities with an agency outside the school's facility, or outside of the school district's authority, the application must include documentation of that agency's approval.
9. The grant application should include an outcome measurement which is specific to the program.