

**Guidelines for EFW Grant Applications**

*The mission of the EFW is to promote excellence, innovation and opportunities in Wauwatosa public schools by raising and awarding money for educational initiatives which ENRICH AND ENHANCE LEARNING EXPERIENCES FOR ALL STUDENTS.*

**Who can apply for EFW grants?** All Wauwatosa teachers and staff! Staff members may apply as an individual teacher or administrator, members of a department, employees of a specific school, or another collaborative group. Staff members who apply as a collaborative group must work together in a school program or a curricular area implementing new instructional strategies, which will improve the educational quality for Wauwatosa students.

**What kinds of projects can be funded?** All projects maximizing the potential of Wauwatosa Public Schools and its students will be considered. Prioritization will be given to those applications utilizing innovative approaches to teaching and learning. Projects may strengthen and improve the instruction in an individual classroom, an entire grade level, department, or program, or even be collaborative with multiple schools.

*The EFW currently does not fund: professional development, field trips, capital improvements, or assembly speaker fees.*

Generally, the EFW will not fund the same grant twice, although subsequent expansion of the project might be considered. If your grant is based on a previously awarded grant, you will be asked to explain how your grant will be adapted and enhanced to fit your specific situation.

**Who needs to sign off on a grant before it is submitted?**

* Principal(s) (multiple school grants must include all Principals’ signatures)
* Teacher Sponsor ensuring alignment with classroom initiatives

In addition:

* All grants utilizing any technology – need District Technology Coordinator signature
* All grants requesting books – need Library Coordinator signature
* All grants requesting equipment requiring installation – need Buildings and Grounds signature

**How much can I/we ask for?** While there are no specific dollar limits, past grants have been awarded anywhere between $200 and $50,000. We encourage you to look at the EFW website to learn more about past grant winners. The amount awarded each year will be based in part on the funds available and the potential impact of the project. Grant requests should not supplant any currently funded programs.

**What are the criteria used to evaluate the grant proposals?**

Applicants must submit a typed EFW grant application and either printed or like form. A two-tier process will be used to evaluate applications. Both processes are graded using a rubric.

The tier one process will evaluate the **quality** of the answers to the application questions as pertains to the classroom and functionality of the grant. The grant must have approval by all involved principals and required staff. Also, a grant will be expected to be well written and few spelling or grammatical errors to move through the tier two process.

The tier two process will look to the **content** via seven questions asked in the application: project description, initiative, enrichment, instructional procedures, assessment, potential impact, timeline and budget. Using a rubric, grants will be voted on by the board in the order they are ranked. The grant receiving the highest number of votes will be voted on first, followed by the grant receiving the next highest score. Voting will continue until the year’s allocation of grant funds is depleted.

**When should I/we apply?** Grant applications may be submitted by U.S. mail, district interoffice mail, or email between the start of the school year and the mid-year application deadline.

**Where do I/we send the completed grant application?** (Choose one.)

**Printed form (in a sealed envelope):**

EFW/Kristin Flierl OR Attn: Kristin Flierl/EFW

PO Box 13022 Fisher Building – District Mail

Wauwatosa, WI 53213

**Electronic form:**

Kristin Flierl

kristin@tosaefw.org

**Where can I/we find additional information?** To obtain more information about the foundation or its grant priorities, contact Kristin Flierl at kristin@tosaefw.org. Also, we encourage you to reach out to previous grant winners.