South Whidbey
Schools Foundation
*Igniting a love of learning*

Building relationships between
our community and schools
to invest in learning experiences
that inspire students in our
ever-changing world.

In order to assist you in your grant application preparations, we offer the following. Be sure to read the first page of instructions of the grant application carefully to make sure your request qualifies before spending time on the form. If you have questions, please feel free to contact your principal or the Foundation. Note that we accept grant applications from Aug. 15- May 31.

We realize that the google doc does not allow you to save your work and come back to it later. Thus, below are the basics of the information that you should have at hand in order to complete the form in one sitting.

**NEW**: Your building principal will need to approve your grant request prior to submitting. This can be accomplished by: screen shot an email exchange between you and your principal with the basic details of your application (what, where, when, amt. requested). Attach that as an image in the grant form where asked for.

The two page application on Google docs has about 25 questions. Some are simple and will be obvious and easy to answer.  For those that require more thought and details, we offer the following list to help you gather information ahead of time provide more ease in completing the grant application form itself.

- Details about the project (what, where, when, why) and how you see it impacting the students understanding of a subject. What is great about what you wish to do?
- Detail budget breakdown of the costs of the project. Please include tax, shipping and if some of the costs are estimated, could change or are unknown.
- How will you measure the impact or success upon or following implementation?
- Note which subjects that will be enhanced through the project - STEM, Language, Art, SEL etc. You will be selecting all that apply from a list on the form.
- Time frame for the project - One time or is this repeatable?
- Grades- which grades or schools will be involved?
- Other partners involved outside the school district?
- Confirm that funding through the District is not possible.
- What other funding options have been explored or arranged? And if the asked for funding is over $1K, would less be acceptable and still viable?

A final grant report is a requirement. This helps us share with donors where their generous gift was used and encourages further donations. Options for the report include videos, written reports, presentations at a future Gala or online fundraiser. We encourage your use of our social marketing person, with enough advance notice, as she is happy to attend your class or event to photograph or video tape. Due date for reports will be in May.

Once you have submitted your request, if you do not receive a response of some kind within a week, please reach out to us.

We hope this was helpful as you prepare your application. Thank you for your efforts to expand education to students at the South Whidbey School District! We appreciate you!