



## **Innovative Grant Application**

*Two ways to apply:*

- 1) Fill in your answers to the questions below, save the file and email to [kfahey@wefweb.org](mailto:kfahey@wefweb.org).  
*Or*
- 2) Print the blank application form, type your answers into the application, send the completed application to WEF, P.O. Box 535, Westford, MA 01886.

**If you have any questions, please contact Kathy Fahey at [kfahey@wefweb.org](mailto:kfahey@wefweb.org)**

Title of project:

Total grant amount requested: \$

Has this grant proposal been funded in prior years?

Are you currently seeking funding for this proposal from other sources?

Has this grant proposal been funded in part from any other source?

Applicant name(s) and association with Westford Public Schools or Nashoba Valley Technical High School:

Mailing address:

E-mail address:

Telephone number:

Location of project:

Approximate number of students impacted:

Project leaders (if different from applicant):

*I accept responsibility for the accuracy of the information on this application. I understand that should my application be funded by the WEF, I am obligated to prepare a final account and summary of the project at its conclusion and forward to the WEF Board. I further agree to attend any award ceremonies and assist WEF in publicizing this project.*

Applicant's Signature:

Date:

*Note: If submitting electronically, a signature will be noted if the application is mailed from your own email address.*

**Abstract of Grant:** Please summarize the project in 250 words or less on this page. You may submit an additional narrative on a separate sheet of paper.

**Benefits:** Please describe the benefit of this project to the Westford Public Schools or Nashoba Valley Technical High School. Be specific about the advantages your project offers. Give reasons why this grant should be funded.

**Details of Proposed Project:** Please outline the educational goals and objectives of this project. Please indicate the ways in which this project relates to Massachusetts Curriculum Frameworks and the Westford Public Schools' or Nashoba Valley Technical High School's curricula. Describe in detail what will happen, when, where and how the project will be executed.

**Proposed schedule:** Describe the project's timeline, including start and completion dates.

**Specific Methods of Evaluation:** How and when will you measure the project's success?  
Describe the methodology you plan to employ.

**Additional comments:**

**Budget:** Please provide a budget, using a separate sheet of paper if necessary. Be specific when itemizing costs by including equipment model numbers, number of units, price per unit and total cost of equipment and supplies. Include a web address for materials if applicable. Also include any personnel hours required to complete the project.

Applications should be emailed or postmarked by the due date. All applications are reviewed by the WEF Grant Committee, and grant recipients are notified within 30 days.

*Please check [www.WEFweb.org](http://www.WEFweb.org) for grant application deadlines and award dates.*