



EDUCATION PLUS! Fund Application Instructions

Grant Criteria

The Selection Committee will evaluate completed applications using the following criteria:

- ◆ The project/activity is directed toward one of the following target areas: math and science instruction, real world applications of classroom learning, language enhancement, music, creative and performing arts programs.
- ◆ The project is for elementary or middle schools.
- ◆ The project description and objectives are clearly stated.
- ◆ The budget is specific and includes all costs and other funding sources, if appropriate.
- ◆ The project description and budget must be **no more than 1 page** (11pt. text or larger)
- ◆ Grants will not be made for equipment (ie. computers, printers), furniture or text books.
- ◆ Grant range is \$250 - \$1,000.

Narrative Instructions

A. Description of Project: Please describe your project. Include the following:

- 1 One paragraph summary of project, including the subject area or need being addressed
- 2 The number of students, staff members, community members involved
- 3 Describe the curriculum or activity and your goals for students and the project
- 4 One sentence listing any in-kind resources or matching funds being used.
- 5 Provide the location and time for your project.

B. Budget: Please include a brief itemized budget for your project. This should be included on the narrative page. Indicate items which may be non-consumables and available for future use.

Applications can be downloaded on the Foundation's website beginning on October 15, 2009 at <http://www.coastalfoundation.org> Go to the Grants tab to download the application. **When emailing your application, include your last name or the project name in the document file name, i.e. Smith.doc or My School Garden.doc.**

Education PLUS! Applications can be submitted in one of the following ways:

- 1) **Email one copy** your application to education@coastalfoundation.org

OR

- 2) **Mail one (1) copy of the cover sheet and seven (7) copies of your narrative application to:**
Education PLUS!
Coastal Community Foundation
PO Box 230415, Encinitas, CA 92023-0415

Please do not staple the cover sheet to the narrative pages.

Completed Applications MUST BE emailed or received by Wednesday, November 25, 2009. No late applications will be accepted. *If you are awarded a grant, the check will be made payable to your school's foundation, parent teacher organization or school district and designated for the specific classroom project.*

If you have any questions, please call the Foundation at (760) 942-9245 or contact by email: info@coastalfoundation.org