MCPE Grant Application

MCPE's Mission

The Medfield Coalition for Public Education (MCPE or "The Coalition") is an independent, non-profit organization funded to provide system-wide support and academic enrichment for the Medfield Public Schools, with particular attention to academic needs that exceed the parameters of the school budget. We strive to encourage and maintain academic excellence in the face of increasing financial constraints. MCPE awards grants to support the development of innovative programs, curriculum and enrichment. Awards favor projects that meet student needs and increase motivation to learn, as well as stimulate creativity in the classroom. All staff, teachers, administrators and counselors are eligible to apply for a grant, as long as a direct impact upon students can be demonstrated.

MCPE Grant Application (Part 1):

GRANT SUMMARY

Project Title:	
Amount Requested:	
Project Description:	(**Summarize in 2-3 sentences maximum.** *Further explanation and detail are required in Part 2 of the application.*)
Connection to Strategic Plan: ●*Collaborative Learning* ●*Well-being* ●*The Whole Child* ●*Community* ●*Facilities & Equipment*	**Briefly** explain how the project supports one or more of the District's strategic goal(s).
Connection to MCPE's Mission: ●*Innovative programs, curriculum & enrichment* ●*Increase motivation to learn* ●*Stimulate creativity*	*Describe how the project aligns with MCPE's mission (see above).*

APPLICANT INFORMATION

Applicant #1	Name:	
	School:	
	Position:	
	Phone:	
Applicant #2	Name:	
	School:	
	Position:	
	Phone:	
Applicant #3	Name:	
	School:	
	Position:	
	Phone:	

APPROVALS – *please provide the date approval was obtained from the following:*

School Principal	
Department Head (middle and high schools)	
Superintendent	
Director of Technology *(technology grants only)*	

I hereby certify that any and all funds approved and disbursed by the Coalition in connection with this grant will be used for the purposes described in my application.

_____ _____ Signature of

Applicant* Date

*A typed signature will be accepted.

MCPE Grant Application (Part 2)

Please answer all of the following questions that apply to your grant request and provide any additional details you feel will help us understand the aim, scope, and impact of your project.

1. Aims & Objectives:
    a. What does this project aim to establish or accomplish?
    b. Is this project building on an already established activity or previous grant?
    c. Is this a pilot project? What, if any, expansion or additional projects do you hope or anticipate this project might lead to?
    d. When will this project begin and end?
    e. How will you evaluate whether your goals and objectives have been met?

2. Participants
    a. Who will participate in the project? *(e.g., small group of individuals, single classroom, particular department(s), grade(s), or school(s), entire district)*
    b. What is the estimated number of students and staff who will be involved? c. If this grant is to be shared among multiple teachers/students, please identify who will oversee this process and describe the implementation and ongoing management plan of this grant among its multiple users.
    d. If this grant will be used or implemented by educators other than the grant applicants, please include evidence of their support for this project.
    e. Can this project be expanded to broaden the number of participants to benefit from this proposal?

3. Budget
    a. What part of your total budget are you seeking from the Coalition?
    b. If the Coalition were able to partially fund your grant request, what is the minimum funding amount needed to implement your project? Please provide one or more alternative funding options and the reduced costs of these options for the Board to consider and vote upon in the event it cannot fund your full proposal.
    c. Please seek multiple sources for grant materials to ensure competitive pricing and summarize or link these to your application. If you are not choosing to use the most economic vendor, provide an explanation for your reasoning.
    d. Link an itemized list of budget items accounting for your project total. Include a list of materials, equipment, sources of supply, and other costs. Please be sure to include any shipping and handling fees as part of the total cost of project.

Thank you for taking the time to complete this application.

Please obtain the required approvals before asking your school principal or department head (middle and high schools) to submit this application as a shared Google or Microsoft Word document to grants.mcpe@gmail.com
You will be contacted to confirm MCPE's receipt of your grant.

Updated September 2023