



Stronger Schools Create Stronger Communities!

601 Knight Road • PO Box 359 • Ambler, PA 19002
215-619-8011 • mail@weof.org • www.weof.org

GRANT APPLICATION INSTRUCTIONS

Applying for a WEOF grant

The Wissahickon Educational Opportunities Foundation (WEOF) utilizes a simple process for grant applications. The first step is the submission of The Grant Application. The application can be downloaded to your computer, completed and mailed back to us at the address above. WEOF must also receive an email notification from the building principal approving the request. The grant application will be reviewed by the programs committee. The applicant may be asked to provide more information before the request is brought to the full board for a vote. Please consider the guidelines on the following page when completing your grant application.

Accepting a WEOF grant

Congratulations if you are the recipient of a WEOF grant. You will receive an email from our programs committee chair notifying you of your award. Attached you will find the grant acceptance form. Directions for completing that form will be included in the email. Upon notification of your grant award, we ask that you and your building principal sign and complete the Grant Acceptance Form, and mail it back to us. Funds will be available after we receive the signed and completed form. WEOF expects recipients of grants to report on the progress and success of their programs in a timely manner.



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GUIDELINES

1. The written proposal application paperwork must be complete, follow the requested format, and be in our hands in a timely manner.
2. Projects must be consistent with the goals and mission of the Foundation. The mission of the Foundation is to seek out and provide funding and programs to foster growth in the intellectual, physical, emotional, social and cultural spheres of the individual by providing opportunities beyond the scope of traditional programs in the Wissahickon School District curriculum.
3. Projects should be reasonable in scope, financial commitment and duration for the foundation to successfully participate.
4. Projects must not endanger the participants and must account for the safety of the participants.
5. Projects must involve an educational program. Any request for funds for equipment will only be considered as part of an educational program.

IMPACT

1. The size of the group that will be served by projects will be considered.
2. Projects that serve multiple group categories will be considered favorably (e.g. preschoolers and senior citizens in the same project).
3. Projects efficiency in terms of cost per person served will be considered.

QUALITY

1. Project quality and “richness” of the experience will be considered favorably.
2. Projects that involve a creative and/or novel approach will be considered favorably.
3. Projects with a higher probability of success will be considered favorably.
4. Projects where funding from the foundation will make a critical difference in the completion or success will be considered favorably.



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GRANT APPLICATION

Date:
Title of Project:
Applicant / Organization Name:
Address:

Contact Person:
Project Manager(s):
Phone:
Fax:
E-mail:

Itemized dollar amount of grant requested:
Duration of Project:
Starting Date:
Ending Date:

Summarize the purpose and methodology of the project including scope and target population. Please include the number of students that will be served and your budget as well as other funding that you are seeking. Feel free to include attachments.



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GRANT ACCEPTANCE FORM

I, the Undersigned Grant Recipient, in exchange for a Grant in the amount of _____ disbursed to me by the Wissahickon Educational Opportunities Foundation (WEOF), intending to be legally bound and upon my receipt of such Grant, hereby:

1. agree to use any such Grant and any material and information received in that connection exclusively for the purposes stated in the Grant Application and agree to provide a project update and assessment to WEOF upon completion of the project.
2. certify, represent and warrant that I have never been arrested for, or convicted of, any criminal offense involving any charge related to abuse of children or of any other person and that I shall not utilize any such Grant, Project, material or information in any manner which might subject me to any such charge or utilize the same in any other unlawful manner.
3. agree to hold WEOF, its officers, directors, employees and successors harmless from, and to indemnify them for any and all losses, damages, claims, obligations and liabilities including, but not limited to, all counsel fees, costs and expenses arising, directly or indirectly, because of the inaccuracy or breach of any of the foregoing or because of any acts, omissions or conduct by me or of any other person or entity, whether or not acting in behalf of, under the supervision of or at the direction of me and whether or not due to the negligence of any of them, to the extent that any such acts, omissions or conduct relate to or arise in connection with the activities of WEOF and would not have resulted but for the relationship between me and WEOF.
4. agree that no student or other person shall be excluded from participation in, be denied benefits of, or otherwise subject to discrimination in regard to, any WEOF program on the grounds of race, color, religion, age, sex, national origin or handicap.
5. agree to report back to the WEOF board about the progress and success of the supported program.

Grant Recipient

Signed _____

Name (print) _____

Building Principal _____

Date _____

WEOF

Signed _____

Name _____
(Print)

Date _____