

Natick Education Foundation

2009

Life Skills for the 21st Century Process

Please note: Applicants may submit a **Letter of Intent** form and brief attachment by **January 16, 2009**.

The Board review preliminary applicants who will be asked to submit full proposals. By January 31, 2009, persons submitting letters of intent will have a response from NEF.

Those with successful Letters of Intent will submit ten (10) copies of the completed Grant Application Cover Sheet and attached Project Description to the Natick Education Foundation. **Applications must be received by submission to our website: [www: NatickEdFoundation.org](http://www.NatickEdFoundation.org) or postmarked by 2/13/09.**

A Grant Screening Committee reviews **applications**. Applicants may be contacted for further information about their grants, and may be asked to meet in person with the grant screening committee.

In May 2009, the Grant Screening Committee makes recommendations to the Natick Education Foundation Board of Directors. The Board makes final funding decisions.

Recipients and non-recipients are notified in May of 2009.

Funds are awarded in a lump sum payment. Checks are mailed by the end of May 2009 and must be used during the 2009-2010 school year. Funds not used by end of school, 2010, must be returned to NEF.

Winners are requested to cooperate with publicity requests.

Winners will be asked to complete a brief grant results form that evaluates the success of the project for NEF internal use and either prepare a simple poster board presentation on the grant for display at NEF events, or give NEF enough visual or written documentation so we can prepare a poster for display. Deadline for documentation is September 30, 2010.

Attached please find an application form and information about grant eligibility and selection, including how to contact an NEF Grant Writing Liaison for further help. Copies of successful applications from previous years are available at each school and in the School Superintendent's office, and a list of all successful grants is on the NEF web page.

- Letters of Intent due: **January 16, 2009**
- Notification sent to all applicants: **January 31, 2009**
- Deadline for applications: **February 13, 2009**
- Announcement of winners: **May 2009**

Natick Education Foundation
2009
Life Skills for the 21st Century
Letter of Intent

Title of Proposal: _____

Primary Applicant (must be teacher, staff member, or administrator in Natick Public Schools. Award check will be made to Primary Applicant, and Primary Applicant assumes responsibility for the implementation of the project.)

Name: _____

Position: _____

Phone and/or email and preference: _____

Name of School(s) and/or Group(s): _____

Grade(s) Involved: _____

Total Amount Requested: _____ **Total Project Cost:** _____

Please attach your responses to the following in no more than one page:

- Summary of Goal(s)
- Summary of Proposal
- Anticipated Outcome(s)

Primary Applicant signature: Co-Applicant signatures, *if applicable*:

Principal's signature: I support this application

If more than one school is involved, principals' signatures should be added on back

Date

Send this form and attachments to:
NEF, PO Box 2221, Natick, MA 01760, Attn: Grants
Or by email to: ellenalfaro@rcn.com
Applications must be postmarked no later than January 16, 2009