

# Oakfield Community Foundation

## Grant Application

**Fall Grant Applications must be received by October 15<sup>th</sup>**  
**Spring Grant Applications must be received by February 15<sup>th</sup>**

COMPLETE THE FOLLOWING:

Date Submitted \_\_\_\_\_

Organization Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_ Phone \_\_\_\_\_

Amount Requested \_\_\_\_\_ Duration of Project –From \_\_\_\_\_ to \_\_\_\_\_

Total Project Budget \_\_\_\_\_ When are the funds needed? \_\_\_\_\_

Brief Description of Project or Purpose for which funding is requested. Add additional sheets if needed to explain request. (Note: Review the Oakfield Community Foundation Grant Proposal Requirements for assisting with the completion of this section.)

\_\_\_\_\_  
Signature of Contact Person Date

\_\_\_\_\_  
Signature of Governing Authority Date

The Governing Authority must sign this application to verify project approval (i.e. District Administrator or building principal for school request)

# Oakfield Community Foundation Grant Proposal Requirements

## Priority will be given to proposals with the following characteristics:

1. The proposal should be consistent with one or more of the core values of the Oakfield Community Foundation.
2. Support education and the arts beyond the traditional school district budgets.
3. Encourage and increase local business, civic, private sector, and individual support within our school and community.
4. Encourage and recognize student and teacher achievement in our schools.
5. Encourage innovation and life-long learning for youth and community members of all ages.
6. Support the use of the most recent technologies in teaching and learning.
7. The proposal must have the approval of the appropriate administration or governing authority.
8. The proposal should show clear benefit to the youth/community members in the Oakfield area.

## Each proposal must contain the following sections.

### **1. Proposal Overview**

Provide a general statement of the youth and/or community members to be served by the grant including the purpose of the proposal and its major benefits.

### **2. Project Description**

How will the grant money improve the education of students or other community members? Be as exact as you can when describing who will be directly involved in your proposal (e.g. 20 students in fifth grade or all of the teachers in the \_\_\_\_ department, etc.), and how they will be involved. What are the goals and anticipated outcomes of this proposal?

### **3. Project Expenditures**

Please state how much money will be needed, and how it will be used. What will be done with grant money? Be specific with the costs, including how much will be spent, where the purchases will be made and how the purchases will meet the goals of the proposal. What resources will be needed to implement this proposal?

### **4. Project Evaluation**

Describe the methods to be used to determine if the program has been a success. Clearly state the criteria used in making this judgment. How will the proposal be evaluated when it is completed?

### **5. Project Dissemination**

Describe how the proposal results will be shared with other teachers, community members and other appropriate outlets for the information.

### **SEND COMPLETED APPLICATIONS TO:**

Oakfield Community Foundation  
c/o Fond du Lac Area Foundation  
384 N. Main Street, Suite 4  
Fond du Lac, Wisconsin 54395