Request for Application for Grants for 2027-2028 Academic Year

Chartered in 1993, Incorporated in 2006, the Germantown Education Foundation is an independent, 501(c)(3), not-for-profit corporation.

The mission of the Germantown Education Foundation (GEF) is to mobilize community resources to support and benefit schools, students, teachers, and educational programs in Germantown, Tennessee**.** Through grants, projects and initiatives, the Germantown Education Foundation helps advance the academic achievement of students by improving the quality of teaching and learning in our Germantown Municipal Schools.

The foundation's core mission is to promote excellence in education.

Funding Policy

The Germantown Education Foundation raises and distributes funds each year for Germantown Municipal School District (GMSD) support. These funds may be used for specific needs of educational programs.

For a proposal to receive consideration, the attached Request for Funding must be received no later than January 8, 2027, for grants to be awarded on April 5, 2027, for the 2027-28 school year. The applicant must submit the proposal and receive program approval by their school Principal and GMSD Superintendent or Assistant Superintendent Academics prior to submission to GEF.

All program receipts and a final impact report must be submitted to GEF by August 15th following the funding year.

Please note: All annual grant requests are reviewed and voted on by the GEF Board of Directors. Funding priorities and availability vary from year to year; therefore, previous grant awards do not guarantee future funding.

Decisions will be based not only on the quality and impact of the proposed project, but also on the demonstrated engagement and partnership of the requesting teacher(s) and school in supporting GEF's mission throughout the year. We value schools and educators who actively participate in and champion the Foundation's efforts to enhance educational opportunities across GMSD.

Questions may be directed to:

Joni Hester
Executive Director
Germantown Education Foundation
gef@gmsdk12.org

Request for Funding 2027 - 2028

- Funds will be distributed on April 5, 2026.
- All funds must be used by May 25, 2028.
- A final program evaluation must be submitted by August 15, 2028.

Please include the following, if applicable, in your final report**:**

- photos
- press releases
- news clippings
- testimonials or brief quotes regarding project participation

Guidelines for Application

NARRATIVE

1. **DESCRIPTION OF THE PROJECT/PROGRAM REQUEST**

   a) **Summary of the Project**

   b) **Educational/Academic Benefits**. Describe how this project benefits the educational/academic projects at the school; explain the targeted population that these funds would benefit (qualitative and quantitative). Use examples to demonstrate the need. Defend the need for and significance of the project. Support the demonstration of need through citation to relevant data and research (e.g., surveys, studies, examples of previous similar and successful programs/grant requests).

   c) **Goals and Objectives**. Identify goals (e.g., planning, operation, budgeting, and evaluation) and objective(s), consistent with the intended educational/academic benefits and targeted population(s). Be sure to include how your grant ties into your School Improvement Plan (SIP) or with the GMSD five-year plan.

   d) **Activities and Timelines**. List intended activities with a timeline/deadline for each task. Specify how the activities will be used to meet goals and overall objectives of the program.

   e) **Performance Evaluation Plan**. GEF finds this component to be a critical component of a successful project grant application. Projects must contain a comprehensive performance evaluation plan that incrementally tracks the effectiveness of the proposed objectives. Please identify specific measurement tools to evaluate the program, (1) highlight desired outcomes and results, (2) determine whether goals and objectives have been achieved, and (3) develop a plan to use the results in the future.

f) **Exemplification of Germantown Education Foundation's Mission**. Discuss why the program and its proposed objectives will further GEF's mission.

g) **Identification of Prior GEF Grant(s), if applicable**: If you have received a grant from GEF previously, please list the name of the project, the year(s) it was funded, who the key stakeholders were, and what outcomes were achieved.

2. ADDITIONAL MATERIALS

a) List key individuals involved in the project. Provide **brief** summaries of their qualifications (one or two paragraphs: no resumes or CVs, please).

b) Letters of agreement from third parties, if any (e.g., if this is a collaborative proposal)

Request for Funding for the 2027 – 2028 Academic School Year

*****Please complete all sections. *****

Requester:	
Project Title:	
School Name:	
Academic Subject:	
Grade(s):	
Number of Students:	
Number of Participating Teachers:	
Amount Requested:	

List any grant funding you have received from the Foundation in the past 3 years.
(Include: year, amount, and project funded)

Please provide a detailed budget of how funding will be expended for this project. Please include specific list and price quote for each item requested. May be attached as addendum.

Expense Category:	**Amount:**	**List of Items:**
Program Materials (Consumable)		
Program Materials (Non-Consumable):		
Equipment:		
Other (Please Specify Expense):		
TOTALS		
In Kind Contributions that benefited project:		
Total Budget		

Other Funding Sources:

Project Detail: (Please provide your project detail, including why the program is important, may attach addendum.)

Program Impact: (How will the teachers and students benefit from this project? May attach addendum.)

Program Evaluation Method: (How will you measure teacher and student success?)

Program Timeline: (Provide a project start date and completion date.)

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I certify that all funds will be spent in compliance with GEF and GMSD policy.

Print Name: _____

School: _____ Position: _____

Signed: _____ Date: _____

Email: _____

Phone: _____

Program Approved By:

Principal: _____

School: _____

Superintendent/ Assistant Superintendent: _____

To be completed by foundation staff/board:

Program meets Foundation Mission Funding Policy: Yes or No

_____ Approved _____ Denied

President Signature: _____ Date _____

Executive Director Signature: _____ Date _____