

Application Information for MEF Grants

General deadlines and procedures.

Applications are accepted between September 1 and October 1 of each school year. Please note that we are switching from accepting applications twice a year to just one funding cycle a year. Notification of awards will come as soon as possible with mid-October being our goal.

The MEF retains the option to fund a project out of our regular cycle if there is a critical need and we have the resources available. We will require additional information explaining why there is a need for out-of-cycle funding. This is absolutely a special circumstance and should not be expected to be the norm.

- Our goal is to fund between \$12,000 and \$17,000 worth of projects a year depending on the success of our fundraising. This amount can vary substantially. Funding is divided between large and small grants. Often, we can only award partial funding for a project.
- Grants will be reviewed by the Medford Educational Foundation Grants Committee and applicants will be notified of results typically within one month of the due date.
- Questions may be addressed to the President of the MEF, Paulette Van der Kloot at pvanderkloot@gmail.com and/or the Chair of the Grants Committee, David Sayres at david@sayres.com

Preferable qualities for Large Grants:

- Innovative programs that involve teams of teachers or collaborative groups.
- Directly impact a large number of students in the classroom. “Classroom” may be defined to include outdoor learning opportunities.
- Demonstrate how knowledge gained through the grant is readily transferred to colleagues and is sustainable over time (for instance, how training and subsequent projects might be repeated without significant additional funding.)
- Encourage and inspire collaborative, creative participation and learning.
- Lead to interdisciplinary projects and initiatives or serve as prototypes for larger-scale initiatives.

Requirements

- Applicants must be Medford Public School teachers or administrators. Collaboration with paraprofessionals and/or parents is welcome.

- Only applications submitted by the deadline will be considered unless it is a specific request for out of cycle funding.
- All parts of the application, including timeline, must be completed.
- All applications must have approval and signature of your school principal and/or department head.
- All successful applicants are required to submit a final report. You will be asked: What did you think the outcome would be? What was the outcome? and What did you learn?