

albany fund for education



Grant Application Deadlines

Please submit your grant by...	...for consideration at
Monday, Sept. 23, 2019	October 2019 Board Meeting
Monday, October 21, 2019	November 2019 Board Meeting
Monday, November 18, 2019	December 2019 Board Meeting
Monday, December 23, 2019	January 2020 Board Meeting
Monday, January 20, 2020	February 2020 Board Meeting
Monday, February 24, 2020	March 2020 Board Meeting
Monday March 23, 2020	April 2020 Board Meeting
Monday April 20, 2020	May 2020 Board Meeting (End of Year Trips & Celebrations!)
Monday, May 18, 2020	June 2020 Board Meeting (Summer Programs and Back to School)

Questions? Call 518-417-2107 or email albanyafe@gmail.com



GRANT APPLICATION

All grant applications must enhance opportunities for students to learn, grow and succeed.

Part I: General Information

Application Date: _____

Project Title: _____

School: _____

Planned Date of Project: _____

Amount Requested: _____

Check payable to: _____

(AFE grant awards for projects at an individual school or one high school academy generally range from \$500 to \$1,500. Multi-school or large-scale projects may be awarded up to \$2,500, or, in very special circumstances up to \$4,000. Programs that seek multi-year funding should prepare a letter of intent to be considered separately by the board.)

Will AFE funding help you leverage additional funds from other sources? Yes No

Please explain: _____

Please make sure you also fill out the budget form in Part 4.

Who is the "sparkplug," i.e., leader, for the project? _____

Is this person an Albany City School District employee? Yes No

If no, please identify a school district employee who will help coordinate the project:

(There must be a school district employee on the project team.) _____

Sparkplug E-mail Address: _____ Phone #: _____

District Employee Email Address (if different): _____

School Principal's Name: _____

Principal's Signature _____

Or: _____ I have reviewed this application with my principal and I know that AFE will be contacting them for their approval.

Part II: Community Partners

All projects must engage schools with community members, businesses and/or not-for-profit groups in improving student learning and achievement and establishing greater community responsibility in positively influencing the educational experiences of students. A community partner is a partner that will help make this project successful by contributing their time and/or resources. They are not vendors receiving payment unless significant in-kind contributions are involved.

Name of Community Partner: _____

Has this partner been involved with your school previously? Yes No

Contact Person: _____

Email: _____ Phone #: _____

Address: _____

Name of Community Partner: _____

Has this partner been involved with your school previously? Yes No

Contact Person: _____

Email: _____ Phone #: _____

Address: _____

What role will these community partners play in this project or what commitments have been made or are expected, from these partners?

Please describe any prior involvement between these partners and your school: _____

Part III: Project Specifics

Project Description:

Is this a new project for your building? Yes No

Is this, as far as you know, new to the district? Yes No

Expected Numbers of Participants:

Students (along with Grade Level(s)): _____

Teachers: _____ # Parents: _____ # Community Members: _____

Project's Focus/Impact (select all that apply):

_____ STEAM (_____ Science _____ Technology _____ Engineering _____ Arts _____ Math)

_____ Social Sciences

_____ Building Support Systems

_____ Physical, Social and Emotional Well-Being

_____ Language Arts

Project Goals: Describe your reason for proposing this project and the impact you hope the project will have on these areas of student learning and development:

How do you plan to measure the degree to which you've achieved your goals in these areas?

Please describe any connections between this project and other learning at your school, that will enhance the impact of this project on student development:

Grant recipients will be provided with a project evaluation and required to complete and submit it within one month of completing their project. We also invite submissions of event photos and testimonials to include on the AFE website at www.thealbanyfundforeducation.org.

Part IV: Project Budget

Project Expense Category	Expense Detail (number of students/cost, supplier, etc.)	AFE Grant Contribution	Other Funding if Applicable (Please identify amount, source and cash/in-kind)
Admission/Tickets			
Books (for in-school use)			
Books (student take home)			
Event Food			
In-School Presentation/ Author Visit			
Musical Instruments			
Professional Development Programs			
Registration Fees			
Student Transportation			
Supplies (one-time use)			
Supplies (ongoing use)			

Please return this application to AlbanyAFE@gmail.com or mail to PO Box 3110, Albany, NY 12203
 The Grants Committee will consider grants each month; please see schedule of application dates.