

ZEF Grants Evaluation Form

Grant Committee/Board Member's Name: _____

Mission: The Mission of the Zionsville Education Foundation is to serve its school community by providing funds that promote academic excellence.

Grant Purposes:

1. Academic Excellence and Innovation
2. Community and School Partnerships
3. Leveraging External grants

Upon Completion of the Grant:

Grant recipients have one year to complete the project. Grant recipients are expected to serve as active ambassadors of ZEF to their peers, their students and their community. Grant recipients are also responsible for submitting a brief summary report describing which project objectives were produced, a fiscal accounting of project expenditures, and photographs of the project when appropriate. These reports are due four weeks after the project is completed.

Conflict of Interest:

Each ZEF Grant Committee Member shall avoid even the appearance of a conflict of interest and shall disclose possible conflicts to the ZEF Grants Committee as soon as possible. As an example, a conflict of interest is created if a relative of a voting member has submitted a grant. In that case, the voting member shall not vote or comment on that particular grant.

Grant # _____ **Grant Title** _____

Please score this Grant Application in the following 10 Categories. For categories 2, 5, 6, 7 and 9 score 0-5. For categories 1, 3, 4, 8 and 10 score 0-10. Thank you!

Weight	Score	Category
10		1. Meets ZEF Mission
5		2. <u>Abstract</u> : brief, succinct overview of project, including the number of students (or best estimate) directly impacted
10		3. <u>Statement of Need and Rationale</u> : description of the current need(s) and evidence that the project funded will address those need(s).
10		4. <u>Award Purposes and Objectives</u> : list the subject areas involved in the project. How will the project enhance the students' learning experience in these areas? Elaborate about the objective within your school improvement plan, and /or the school corporation goals.
5		5. <u>Responsibility</u> : statement of the action steps the project director will take to ensure success once the project is funded.
5		6. <u>Project Activities</u> : description of the activities the award will facilitate and how these activities will produce the objective(s) stated in the proposal
5		7. <u>Budget</u> : itemize a list of project expenses including supplies and cost for each item.
10		8. <u>Plan for Evaluation and Follow Up</u> : standards of measurement to be used to determine if objectives have been achieved and timeline for assessment of results
5		9. Form followed, including meeting the deadline date.
10		10. Do you feel this grant is worth funding?

Total Score: _____ **out of 75**