



BRANDYWINE HEIGHTS EDUCATION FOUNDATION

P O B o x 8 2 T o p t o n , P A 1 9 5 6 2 | bhedufoundation.org

Make an Impact! Grant Guidelines

INTRODUCTION:

The Brandywine Heights Education Foundation (BHEF) is committed to building a strong foundation for future success by enhancing educational opportunities within the Brandywine Heights Area School District (BHASD). One way to achieve this is by providing grants to teachers that support classroom enrichment and innovative exploration. Our goal is to foster an environment where both educators and students can thrive, ensuring a lasting impact on the educational journey of every student.

GUIDELINES:

- **Eligibility**

- o Only permanent teachers/district administration are eligible to apply for the grants by completing the application.
- o Single and group applications may be submitted. If a group of teachers apply together, the grant amount being requested can be increased based on the number of applicants. One application including *all* participants names should be submitted.
- o All proposals that align with the mission of BHEF will be considered.

- **Description**

- o The Foundation is interested in projects that are innovative in nature and provide an enrichment or enhancement of the district curriculum. Projects that represent a new (or rethinking of an existing) educational initiative are encouraged.
- o Each approved grant will receive between \$250 and \$1000 based on the proposal. Grant requests over \$1,000.00 will require supplemental information and building administrative approval to continue the grant process.
- o The grant will be awarded to the position, not the teacher. Therefore, if the teacher changes assignments, the purchased items stay in the position.
- o Requests for technology related items should be justified within the overall scope of your proposal. Please consult the District Technology Office for guidance on proposed purchases.
- o Applications will be emailed to the BHASD teachers at the beginning of the school year. The application process should not take more than an hour.
- o Grant recipients will provide pictures/updates to the Foundation demonstrating the implementation of grant funds. These pictures may be shared on the BHEF website/social media.
- o Each grant recipient will be asked to complete a Grant Evaluation Form upon completion of the project.
- o Applications will be accepted once per year according to the following process.



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- **Process & Timeline**

- Information will be available beginning of each school year.
- The application deadline for submission to the building principal for the **2024-25 school year due date is 10/01/24.**
- Please send the signed completed application to the Assistant Superintendent.
- The building Principal, Director of Learning and Technology, Director of Pupil Services, and Superintendent will collaborate with the Assistant Superintendent to evaluate and rank the applications based on importance and relevance to building and district goals.
- The district office will submit grant proposal applications to BHEF. The **2024-25 school year due date is 10/15/24.**
- The Ed Foundation will ensure each application aligns with the Foundation's mission. The goal is to have innovative grants implemented each school year.
- The Ed Foundation will communicate to the Business Manager exactly what has been approved to coordinate purchases .
- **Approval Path: Teacher > Principal > Assistant Superintendent > Education Foundation**

Thank you for your commitment to our students. We firmly believe that when families, educators, and community partners unite, students thrive! If you have any grant project idea questions, please ask your building principal. If you have Education Foundation questions, please email Kristin Haring at kristinharing16@gmail.com.



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Make an Impact! Grant Application

- TEACHERS SUBMIT APPLICATION TO PRINCIPAL - **DUE 10/01/24**
- PRINCIPAL SUBMITS TO ASSISTANT SUPERINTENDENT UPON APPROVAL
- ASSISTANT SUPERINTENDENT SUBMITS TO BH EDUCATION FOUNDATION - **DUE 10/15/24**

PRIMARY APPLICANT NAME	EMAIL	BUILDING	GRADE/SUBJECT

CO-APPLICANT(S) NAME	EMAIL	BUILDING	GRADE/SUBJECT

PROJECT TITLE	
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GRANT AMOUNT REQUEST	\$
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PLEASE ATTACH THIS APPLICATION TO YOUR WRITTEN PROPOSAL INCLUDING THE CRITERIA BELOW:

- ☐ Purpose of the proposed project
- ☐ Describe specific student learning benefits/outcomes & include the number of students impacted
- ☐ Describe key actions/activities to achieve student outcomes
- ☐ Brief summary of experiences and/or training that will contribute to the success of the proposal
- ☐ Timeline for the implementation of the project
- ☐ Itemized list & cost of items to be purchased
- ☐ Describe how you will evaluate the success of the project
- ☐ Any supporting documents related to your proposed project

PRIMARY APPLICANT SIGNATURE:	DATE:
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PRINCIPAL SIGNATURE:	DATE:
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ADMINISTRATION SIGNATURE:	DATE:
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