

Litchfield Education Foundation
Intermediate and Capital Grant Request Form

Special consideration will be given to projects which inspire, motivate and create novel opportunities for learning. The guiding questions below will be used to guide consideration of projects and act as a framework for their evaluation.

The number of approved grants each grant period will depend upon the number of applications, the amount of money sought, and the funds available for dispersal. The Litchfield Education Foundation may also seek the assistance of other individuals and/or organizations to assist in the funding of meritorious projects.

Please answer the questions below as concisely as possible. If questions are not applicable to your request you may indicate with an NA, along with a brief explanation of why it doesn't apply. Above all, it is important that you answer the questions as accurately and completely as possible.

Project Title:

Total Cost (*please attach itemized list*):

Project Leader(s):

Contact Person:

Contact Phone:

Contact email:

Contact Mailing Address:

1. What are the goal(s) of this project?
2. How will this project be implemented?
3. Who will implement this project?
4. How will this project be evaluated? How will you share these results with the LEF?
5. Why is this project innovative and/or creative?
6. How will this project enhance or enrich learning?
7. How does this project meet school and/or community needs?
8. How will this project show long term benefits beyond the grant period?
9. How many students/community members will potentially benefit from this project?
10. How will this project promote school and community communication?
11. What continuing (maintenance) costs and/or staffing will be required to continue this project?

Intermediate Level and Capital Requests can be submitted at any time between September 1 and May 1. Full Board approval is required for all Intermediate Level and Capital Grants. It is recommended that your application be submitted as early as possible as it can take several meetings before a final decision is made. You will most likely be invited to a LEF Board of Directors meeting to explain the project and answer questions.

Any projects involving Litchfield Public School students and/or facilities require approval by the building principal and superintendent.

Building Principal

Superintendent of Schools

Please forward requests to:

Litchfield Education Foundation, Attn: Project Committee, Box 874, Litchfield, CT 06759