

WHSTEP Mini-Grant Proposal Application

A complete proposal contains the following

I. COVER SHEET (OVER)

II. PROJECT DESCRIPTION

For teachers and their
project partners
from our member
schools in Bourne,
Falmouth, and
Mashpee, MA

Use the headings below to explain your project in 1-2 pages:

- Project Title
- Objectives of the project
- Description of activities to support the objectives
- Expected outcomes and benefits to the students and the school
- Projected time line

Be sure to explain how your project meets the WHSTEP funding criteria. Does the project

- Include hands-on or inquiry-based teaching or learning?
- Include science, technology, or mathematics concepts as a major component?
- Have the capacity to become self-sustaining?

III. BUDGET

Itemize any of the following as appropriate:

- Supplies/Equipment
- Travel (mileage reimbursed @ \$.36/mile)
- Stipend (@ \$21.00/hour)
- Registration fees
- Printing
- Consultant fees
- Other

Matching funds, though not required, can also be listed. Please note that applicants who send in a proposal without an itemized list will be asked to supply one before funding will be considered.

Send completed application by 4:00 p.m. on November 19th or March 30th to:

WHSTEP Mini-Grant Program
c/o Academic Programs Office
Woods Hole Oceanographic Institution
MS #31
Woods Hole, MA 02543

Applications may also be faxed to WHOI Academic Programs Office, Attention: WHSTEP Mini-Grant Program, (508) 457-2188.

WHSTEP Mini-Grant Cover Sheet

Name _____ Date _____

Mailing Address _____

Phone _____(w) _____(h)

E-mail _____

Place of Work _____

Position or Title _____

Proposed Grant Amount _____

Endorsements:

School Principal/Headmaster/Department Head:

Print Name Phone Signature

Project partner (if applicable)

Print Name Phone Signature

Application Checklist:

I have reviewed my application and can affirm that

___ I have described how this grant will be used to develop an activity that contains inquiry-based learning or student hands-on tasks.

___ I have described activities that incorporate math, science or technology into the lesson plans.

___ I have described how the lessons or activities will become self-sustaining after the initial grant funding is spent.

___ I have explained how the project(s) improve or expand upon the existing curriculum.

Responsibility of Applicant:

I accept the responsibility for the accuracy of the information provided on this application. I understand that I am required to provide a brief report to the Woods Hole Science and Technology Education Partnership (WHSTEP) regarding the results of my efforts under this grant.

Applicant's Signature Date

Rev. 9/06

For WHSTEP Use Only:

Review Date _____ Funded @ _____ Disbursement Date _____

Notes: