Ezra Jack Keats Foundation

Mini-Grant Application

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1. Contact Info

Applicant Name

Your Name

Job Title

Your Job Title

Telephone Number

(###) ###-####

Email

Confirm Email

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2. Your Organization

Organization Name

Organization Type

○ Public School   ● Public Library

Address 1

Address 2

City   **State**   **Zip Code**

City   Alaska ▾

Describe the population and geographic location your organization serves (100 words or less).

99 Words Left

Has your organization received an EJK Mini-Grant in the past?

○ Yes   ○ No

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Sample Form

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3. Your Program

Name of the program:

Is this a new program for your organization?

○ Yes   ○ No

Please explain: (100 words or less)

99 Words Left

Areas of learning addressed by program (for example, art, STEM, social, emotional)

Phase 1 - Preparation/organization (100 words or less)

99 Words Left

Phase 2 - Activities (100 words or less)

99 Words Left

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Phase 3 - Culmination/Outcome (100 words or less)

99 Words Left

Program goals (100 words or less)

99 Words Left

Describe how you will document your program according to the required Final Report Instructions below. (200 words or less)

199 Words Left

» Final Report Instructions

Do you plan to collaborate with another educator or organization?

○ Yes ○ No

If not funded by a Mini-Grant, will the program go forward?

○ Yes ○ No

⌄ Final Report Instructions

The following elements are required as documentation of your program.

- **Report:** a letter describing the program in detail, activities and attendance
- **Evaluation:** written by a colleague or an attending parent or caregiver
- **Individual Quotes/Statements: (min. 5 – max. 10)**
  - From educator and participants
- **Documentation of Student's Work: focus on illustrating student engagement**
  - Phase 1: photos (min. 5 – max. 10)
  - Phase 2: photos (min. 5 – max. 10)
  - Phase 3: photos (min. 5 – max. 10), in addition to other media/formats
    - Digital copies of completed student work (artwork, written work, media or performance)
- **Please include any of these that apply:**
  - announcements, flyers and articles
  - audio, video or powerpoint presentations
  - web, facebook, or social media (posts or links)

*These are abbreviated instructions.

Do you plan to collaborate with another educator or organization?
  ○ Yes   ○ No

If not funded by a Mini-Grant, will the program go forward?
  ○ Yes   ○ No

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4. Structure & Budget

Grade(s)/Age Range:

Number of students participating:

Number of educators/adults present:

Length of each session:

Number of Sessions

Session Frequency

Costs

Remember: The **maximum** Mini-Grant is $500.

Eligible: Costs for materials and fees necessary to the proposed program.

Not eligible: Costs for general operations, transportation, salaries, books and material intended for reuse or sale.

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4. Structure & Budget

Materials

Materials must be **itemized**.

Material	# Needed	Cost Per	Material Subtotal
Material 1	# Needed	Cost	$ 0.00
Material 2	# Needed	Cost	$ 0.00
Material 3	# Needed	Cost	$ 0.00
Material 4	# Needed	Cost	$ 0.00

⊕ **Add Material**

Total: $0.00

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5. Agree & Submit

Please initial in the boxes next to the following statements to confirm that you understand and agree with the terms. After you have agreed, you will be invited to review your application before you submit.

☐ I understand that this project must be COMPLETELY and EXCLUSIVELY funded by the EJK Mini-Grant, and that no other funds will be used for the program. The Foundation will request the return of funds for failure to comply with these guidelines.

☐ If I receive a Mini-Grant, I understand the Final Report is due on June 1.

☐ I understand that if this proposal is accepted, I give permission for my Final Report to be used in publicity, articles or presentations, online and in print. My name and the name of the organization will be attached wherever the report is posted.

☐ I confirm that I belong to the organization named above and will use the funds awarded for the educational program herein described.

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