

Dear West Jefferson School District Faculty,

The West Jefferson Hills School District Foundation for Education invites you to participate in our new Enrichment “PAW”sibilities Mini Grants Program. The purpose of the program is to encourage the development of educational activities that improve and enhance student achievement.

Grant Guidelines:

- The Enrichment “PAW”sibilities Mini Grants Program should directly benefit students in the West Jefferson Hills School District.
- Proposals may be submitted by individual teachers or a team of teachers.
- Proposals for equipment or materials must clearly demonstrate their relevance to the student related program. (Equipment purchased becomes the property of the West Jefferson Hills School District and not the property of the individual teacher).
- Grant purchase requests must not conflict with the district purchase policy.
- It is not the best use of funds to pay for socials/class parties, clothing, incentives/prizes, field trips, transportation, room and board or teacher training with grant monies.
- Funding will not be awarded to the same teacher and or/school for the same program in consecutive years.
- The West Jefferson Hills Education Foundation funds cannot be used in place of available District funds.

Selection Process:

Submit the completed application following the guidelines, and include a complete and itemized budget. All grant applications will be screened and reviewed. A grant committee member may contact you with any questions from the committee. Grant applications are due no later than **Friday, February 29, 2008**. Grants will be processed in amounts ranging from a minimum of \$50/- up to the allocated grant monies for each school. Successful proposals recommended for funding will be announced on Monday, March 17th, 2008.

Total grant monies currently available are \$3,550/- and will be allocated as follows:

Gill Hall Elementary	\$350/-
Jefferson Elementary	\$750/-
McClellan Elementary	\$400/-
PH Middle School	\$750/-
Thomas Jefferson High School	\$1,250/-

We look forward to your proposals that will support efforts to strengthen educational standards and enrich classrooms in our school district.