



## **Classroom Grant Guidelines and Application 2025-2026**

### **Who can apply?**

All faculty, including certified teachers, principals and assistant principals, guidance counselors, social workers, media specialists, and after-school site directors in grades PreK-12 employed by Watauga County Schools are eligible to apply for a Watauga Education Foundation Classroom Grant. Joint applications from multiple teachers, and/or from more than one school, are acceptable, however, one person must be identified as the lead applicant.

### **How much will be awarded?**

The maximum amount of any one grant is \$2,000, however most grants are considerably less. Projects are funded for only one year, and generally are not eligible for funding at the same school more than twice.

### **What kind of projects can be funded?**

Projects can be funded in any subject area, but all proposed projects must:

- Directly benefit students through innovative and creative teaching methods.
- Provide ongoing benefits (single use items will be considered, e.g. t-shirts, awards, food, transportation, admission fees, substitute teacher expenses, and honorarium speaker all not to exceed a cumulative total of \$200 per grant request).
- Supplement, not replace, state and local funding.
- Address the selection criteria listed on the following page.

Salaries, benefits, and training/conference/professional development expenses are not eligible for grant funding. However, you are invited to apply for funding through the Price Deverick Scholarships for Professional Development & Continuing Education. **Consumable supplies related directly to the project may be funded at a maximum of \$200 per grant request.**

## **How does the selection process work?**

The Allocations Committee of the Watauga Education Foundation will coordinate the evaluation of all applications and make its recommendations to the full Board. The evaluation process may also include community members working in teams with WEF Allocations Committee members to review and make recommendations to the full Board regarding grant requests. The Watauga Education Foundation Board of Directors approves final award decisions.

## **How to apply:**

1. Review guidelines and selection criteria before writing your proposal.
2. Complete the application which is found below following the grant guidelines. We strongly recommend that your application be typed. We require an authorized principal signature; as such, please print your edited file for his/her signature. The spaces provided for your input in the application pages below are not minimum or maximum indicators; please use less or more space as you require.
3. To submit the application:
  - a. Mail the application to the Watauga Education Foundation, c/o Watauga County Schools Central Office, 175 Pioneer Trail, Boone, NC 28607
  - b. Drop off the application at the Central Office
  - c. Email the application to [wef@wataugaschools.org](mailto:wef@wataugaschools.org).
4. You will receive confirmation, via email, of receipt of your application.

***The deadline for receiving a grant application is 4:00 pm on March 6, 2026. This deadline is strictly enforced.***

## **Selection Criteria:**

*Proposals will be rated based on how well they address these questions:*

1. What student needs does your project address?
2. State your specific goals and objectives of this project and what you hope to achieve.
3. Describe your project and how it will be implemented. Include a timeline of all project activities. Multi-school and/or multi-grade projects are welcome and are eligible for additional funding.
4. How will students be changed because of your project (include relevance) and the number of students expected to be impacted in the first year.
5. How will the effectiveness of the project be evaluated?
6. Clarity and completeness of budget (see attached budget page) including use of other funds and resources.
7. The overall creativity and innovation of the project

## **Award Notification:**

In an effort to better serve you and your students, the Watauga Education Foundation, will notify applicants of Grants for the 2025-2026 academic year during April 13-17, 2026. Recipients will be notified in writing and their principals will be notified by email.

## **Award Contract and Disbursement:**

Recipients will receive an award contract with their notification letter. This contract must be signed and returned to the Foundation prior to disbursement of funds. Grant funds will be disbursed within two weeks following receipt of the signed contract. The contract will include such items as follows:

- Grant recipient acknowledges that items purchased with grant funds are the property of the recipient's school and must stay at that school unless prior permission is granted by the Foundation to relocate the items to another school. No items purchased with Foundation funds shall become the personal property of the Award recipient.
- All funds must be used solely for the project described in the grant application, which becomes a part of the Award contract. Any funds not used by February 14, 2026, must be returned to the Foundation.
- Grant recipient agrees to a site visit by the Foundation, to be conducted preferably during a time when students are engaged in the project funded by the grant.
- Grant recipient agrees to complete an evaluation of the project funded and return the requested evaluation form to the Foundation by January 31, 2026. Failure to do so will disqualify the recipient from WEF grant funding for the next academic year.
- Grant recipient agrees to assist the Foundation by writing two thank you letters to donors selected by the Foundation. In addition, the Foundation would appreciate the award recipient using the project as a way to teach philanthropic values to students and encourage students to write general thank yous that can be distributed to Foundation donors by and at the Foundation's discretion.
- Grant recipient agrees to the use of recipient's name, photograph and description of project in Foundation materials and press releases.

We welcome your input regarding our procedures and forms. Please feel free to contact Watauga Education Foundation at [wef@wataugaschools.org](mailto:wef@wataugaschools.org).

**2025-2026 WEF Classroom Grant  
Cover Sheet**

*Deadline: March 6, 2026*

**Title of Project:** \_\_\_\_\_

**Amount Requested: \$** \_\_\_\_\_

**School(s) where project will be implemented first year:**

\_\_\_\_ Bethel \_\_\_\_ Blowing Rock \_\_\_\_ Cove Creek \_\_\_\_ Green Valley  
\_\_\_\_ Hardin Park \_\_\_\_ Mabel \_\_\_\_ Parkway \_\_\_\_ Valle Crucis \_\_\_\_ WHS

**Number of Students Impacted in 1st Year:** \_\_\_\_\_

**Grades of Students Impacted in 1st Year:** \_\_\_\_\_

**Subjects Involved:** \_\_\_\_\_

**Date Project will begin implementation:** \_\_\_\_\_

## 2025-2026 WEF Classroom Grant Applicant Information

*\*Please list Lead Applicant Here*

**Name:** \_\_\_\_\_

**School:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Home mailing address for lead applicant:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Applicants:**

Name	School	Email

**Are any applications pending for other possible sources of funding for this project?**

\_\_\_\_\_ Yes \_\_\_\_\_ NO

**If yes, please name the source and state the amount of funding requested.**

Name of Grantor	Amount Requested	Expected Date of Notification

## 2025-2026 WEF Classroom Grant Application

**Title of Project:** \_\_\_\_\_

**Project Summary:**

*Please describe the purpose of your project and its correlation to the curriculum. Explain the need for the project and how it will help your teaching and benefit your students. Include your inspiration for this project, how many students will be impacted, and how you will evaluate its effectiveness. Please be specific.*

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## 2025-2026 WEF Classroom Grant Principal Form

Please print this page, have it completed by the principal, and email it to [wef@wataugaschools.org](mailto:wef@wataugaschools.org).

**Project Applicant/School:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

### Principal's Certification

I have reviewed the application and found it to be consistent with the Watauga Education Foundation Grant Program and this school's overall objectives. I also affirm this project cannot be financed with state or local school funds.

\_\_\_\_\_

\_\_\_\_\_

Signature of Principal

Date

\_\_\_\_\_  
School

## 2025-2026 WEF Classroom Grant Budget Form

**Project Applicant/School:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

<b>WEF Funded Item/Source (Must be specific)</b>	<b>Amount Needed from WEF Grant</b>

**Total Requested from WEF (may not exceed \$2,000):** \_\_\_\_\_

*In the event your program cannot be fully funded, please indicate below the amount of partial funding you can accept and still implement the project.*

<b>WEF Funded Item/Source (Must be specific)</b>	<b>Amount Needed from WEF Grant</b>

**Total Requested from WEF (may not exceed \$2,000):** \_\_\_\_\_