



ENHANCING THE EDUCATIONAL EXPERIENCE

Staff Grant Application for Professional Development or Materials/Supplies

The WCHS Educational Foundation, Inc. supports professional development of staff members to attend courses and workshops, which will enhance their abilities to improve instructional strategies and teach advanced courses. Preference will be given to local training. The Foundation also provides funds for materials/supplies/technology that will enhance instruction. Please review all GUIDELINES prior to submitting/completing application.

Part I- To Be Completed by Applicant

Name: _____

Job Title: _____

Dates of Course/Workshop: ____/____/____ to ____/____/____

Title of Course/Workshop or Materials/Supplies Desired: _____

_____ # of Students impacted _____

Providing Institution or Company: _____

Location of Course/Workshop: _____ Cost: \$ _____

or Cost of Materials: \$ _____ Grant requested: \$ _____

Request to MCPS/Cluster: Yes ___ Date _____ MCPS/Cluster will fund \$ _____

Signature of Applicant: _____ Date: _____

Attach Brief Statement of Purpose and Syllabus to this Application or Statement explaining need for materials/supplies/technology. Describe how course or supplies will enhance instruction and be beneficial to students. Include Approximate # of students impacted.

Part II: Review and Authorization

All Grant Requests require Authorization by Resource Teacher or Administrator PRIOR to action by WCHS Educational Foundation Review Board.

Course relevance to current position _____

Materials/supplies will enhance curriculum and instruction _____

RT or Admin Authorization: _____ Date: _____

Board Decision: ___ Approve ___ Deny Amount approved _____

Reason for Denial: _____

Signature: _____ Date: _____