

**The North Carolina Delta Kappa Gamma**

**Educational Foundation**

**Learning/Literacy Project Grant**

**PROPOSAL FORM – Spring**

**Learning/Literacy Project Grants**, up to $500 each, may be initiated by individuals or groups of educators, NC Delta Kappa Gamma members and non-members. These grants cover a broad range of possibilities, focusing directly on meeting an immediate need that will enhance learning or literacy for students in any educational settings, school, or community.  Added value for innovation*,*creativity*, and/or*collaboration*.*  
   
**Directions Checklist:**  
 1.  The Proposal Form must be complete, including an itemized list of expenses to be incurred.  
 2.  Applicants may be active or retired educators or NC DKG chapters.

3. In any given funding cycle, an individual or group may not submit proposals for multiple grants funding

the same project.  
 4. A proposal by an individual for a project that has been awarded funding in a previous grant cycle may be

considered for funding in subsequent grant cycles IF the request is not identical to the original project but

rather enhances or builds on the original activity.  
 5.  Include with the proposal (not mailed separately) one (1) letter of recommendation.  
 6.  Proposal must be **emailed in WORD or PDF format** to [pbrought123@gmail.com](mailto:pbrought123@gmail.com) **and**   
 [ncdkgef@gmail.com](mailto:ncdkgef@gmail.com), and **received**no later than **January 31.**  Proposals received AFTER September 30   
 will not be considered for this grant cycle.  
 7.  If awarded a grant, the recipient must submit no later than **January 15 of the following year,** the Self-

EvaluationForm, accompanied by a record of experiences and a financial report showing actual expenses.  
 8.  Checking each of these 8 items and your signature on the last page of the Proposal Form, indicate your

acceptance of conditions of the grant as specified herein **and that your application is complete.**   
   
**1.  Title of Proposed Project: \_\_\_\_\_\_\_\_\_\_\_\_\_**

**2.  Contact Information for Lead Person on the Project:**

Name:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Mailing Address (street, city, state, zip): \_\_\_\_\_\_\_\_\_\_\_\_  
Email Address:  \_\_\_\_\_\_\_\_\_\_\_ Phone:  \_\_\_\_\_\_\_\_\_\_\_

**3.  Description of Proposed Project:**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**4.  Project objectives and expected outcomes:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**5. Target Group**:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Approximately how many persons will benefit?  \_\_\_\_\_\_

**6.  Budget:**  Total cost of project: \_\_\_\_\_\_\_\_\_\_\_  
      Itemize expenses below or attach itemized budget if more space is needed.

|  |  |
| --- | --- |
| Item | Cost |
| 1.Click or tap here to enter text. | Click or tap here to enter text. |
| 2.Click or tap here to enter text. | Click or tap here to enter text. |
| 3.Click or tap here to enter text. | Click or tap here to enter text. |

**7.  Evaluation.**How will you evaluate the success of your project?  

**8.  Sharing.**  Check all the ways you are willing to share what you learn from this educational activity.

presentation in school/community  write a short article   
  workshop or short presentation at NC DKG State Convention  other educational setting

**9. Letter of Recommendation:**  Attach one (1) letter of recommendation. The letter should be written by someone who is familiar with and can speak with authority in support of the proposed project.  
  
**Contact information for reference:**  
Name: \_\_\_\_\_\_\_\_\_\_\_\_\_  
Mailing Address (street, city, state, zip):\_\_\_\_\_\_\_\_\_\_\_\_  
Phone: \_\_\_\_\_\_\_\_\_\_\_   Email: \_\_\_\_\_\_\_\_\_\_\_\_

**10. Publicity:** Grant recipients are expected to furnish to the Foundation photos of their projects with consent from everyone in the photos for publication in brochures, newsletters, news articles, website, and the like. All publicity for grant projects must include reference to the North Carolina Delta Kappa Gamma Educational Foundation as a funding source. Submit copies of publicity items and photos to Sharon Frazier, [jpfskf@aol.com](mailto:jpfskf@aol.com), no later than January 15 of the following year.

**11.** Y**our signature** indicates acceptance of the conditions of the grant as indicated throughout the Proposal Form and by your responses herein:

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  
 (Signature of the Lead Contact Person for the Project)  
 **12.  Submission:**Email proposal materials, including the letter of reference to [pbrought123@gmail.com](mailto:pbrought123@gmail.com) and [ncdkgef@gmail.com](mailto:ncdkgef@gmail.com).

**Do not submit items in separate mailings. Applicant will be notified upon receipt of proposal.**  
   
**DEADLINE FOR SUBMISSION:**

The application must be **received** no later than **January 31.**  
Proposals received AFTER January 31 will not be considered for this grant cycle.                         
Awards will be announced on or before March 1.



**The North Carolina Delta Kappa Gamma Educational Foundation**

**Self-Evaluation Form**

**Learning/Literacy Project Grant**

**MUST BE SUBMITTED FOLLOWING THE COMPLETION OF THE PROJECT OR STUDY**

Email requested items with this form to Phyllis Broughton, [pbrought123@gmail.com](mailto:pbrought123@gmail.com) and [ncdkgef@gmail.com](file:///C:\DKG\Educational%20Foundation\Practice%20-%20revised%20forms\ncdkgef@gmail.com) by **January 15 of the next year.**Project /Activity Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grant Recipient:  \_\_\_\_\_\_\_\_\_\_\_

Amount of Grant:  \_\_\_\_\_\_\_\_\_\_\_        Date Grant received (m/d/y): \_\_\_\_\_\_\_\_\_  
​

Date Self-Evaluation was submitted (m/d/y):  \_\_\_\_\_\_\_\_

1. RECORD the actual number of people involved/served.: \_\_\_\_\_\_.

2. ATTACH a list of all expenditures with copies of receipts.  Do not send separately.

3. DESCRIBE how your grant was actually used.  
Click or tap here to enter text.

4. REFLECT on your study/project and DESCRIBE the positive outcomes. Click or tap here to enter text.

***Thank you for furthering education in North Carolina***

***by completing this NC DKG Educational Foundation-assisted project!***