



## ■ WHAT IS THE ADVOCATES FUNDING PROGRAM?

The *Advocates for WRPS Education Fund* is dedicated to enhancing students' educational opportunities. Advised by a volunteer committee of local community members, and working in partnership with Incurage Community Foundation, the role of the Fund is to augment, supplement and complement programs and activities currently provided by the Wisconsin Rapids Public School District. Contributions to the Fund will supplement, but not replace, the generous support provided by booster clubs, PTOs and other vital organizations within our public schools.

The Advocates funding program consists of funding to enhance opportunities for student learning and additional training and advance the mission of WRPS. Examples of how grants from the Advocates Fund might be used include: curriculum initiatives or supplements; teacher/staff development and appreciation; learning resources; pilot programs; academic and career enrichment opportunities.

## ■ APPLICATION CRITERIA

**WHO MAY APPLY?** School district staff, or any community member in partnership with an educator for grades 4K - 12, may submit an application.

### WHAT FUNDING REQUESTS WILL BE CONSIDERED?

- Requests can be up to \$1,000 for projects that benefit students and staff in any Wisconsin Rapids Public Schools academic discipline
- Requests also can be made in support of educational efforts or training of any student, employee or affiliate participants (i.e. volunteer coaches/advisors) involved in eligible co-curricular\* activities. As a general rule, funding may not be used for operating expenses such as uniforms, equipment or travel.

\*Co-curricular activities are defined as those involving performances, production of publications, or competitions in which students represent the school and do not receive academic credit. Examples may include: drama, music, school newspapers, yearbook, DECA, debate, intramural athletics, etc.

- **NOTE: TECHNOLOGY AND SOFTWARE PURCHASE PROPOSALS** must go through the **WRPS Technology approval process BEFORE your funding application is submitted to Advocates for WRPS.** Use the district's *Technology and Software Purchase Request Form*: <http://media.wrps.org/Technology%20fill%20in%20form%20Version%202.docx>.

## ■ FUNDING PRIORITIES

### APPLICATIONS/PROPOSALS ARE EVALUATED ACCORDING TO THE FOLLOWING CRITERIA:

1. Relevance of the proposed project to WRPS District's mission: *Working together with home and community, we are dedicated to providing the best education for every student, enabling each to be a thoughtful, responsible contributor to a changing world.*
2. Evidence of how this project will improve on current practices.
3. Justification for funding that exceeds the school district resources.
4. Correlation with curriculum/instructional goals of your school building and/or the district.
5. Length of time with preference for model projects of one year or less.
6. Clarity of project evaluation plan.
7. Potential to serve as a model that could be replicated within the school district.
8. Evidence of cooperation with other community resources or persons who share similar interests.
9. Preference may be given to funding requests that show evidence of sustainability beyond a one-time project or event.

## ■ HOW TO APPLY FOR FUNDING

Submit your Application for Funding anytime during the year.

**Mail** Advocates for WRPS Education  
c/o Incurage Community Foundation  
478 E Grand Ave, Wisconsin Rapids, WI 54494

**Email** [hello@incouragecf.org](mailto:hello@incouragecf.org)

**Fax** 715.423.3019

## ■ AFTER YOUR APPLICATION IS SUBMITTED

Applicants will receive a letter announcing funding notification within 30 days of applying. The process may be expedited under special circumstances. Approved applicants also will be provided with information about distribution of funds and other general expectations.



## APPLICATION FOR FUNDING

Please type or print clearly. If you would like this form in an electronic Word Document format, email: [hello@incouragecf.org](mailto:hello@incouragecf.org), and request "Advocates for WRPS funding application form."

### A. Applicant/Organization

Contact Person	Position/Title
School	
Address	
Phone	E-mail

### B. Grade level/department

Number of students served

### C. Amount requested \$

Anticipated date funds are needed / /

### D. Program/Project Title

**E. Narrative.** Describe your request. Keep in mind the nine criteria listed on page 2. Include the project's objectives and, if applicable, the potential long-range benefits. If your program/project includes transportation, entrance fees, stipends or salaries, please explain why these costs cannot be met by school district funding and why they are integral to the success of the project. **NOTE: TECHNOLOGY AND SOFTWARE PURCHASE PROPOSALS MUST GO THROUGH THE WRPS TECHNOLOGY APPROVAL PROCESS BEFORE your funding application is submitted to Advocates for WRPS.** Use the *Technology and Software Purchase Request Form* found at: <http://media.wrps.org/Technology%20fill%20in%20form%20Version%202.docx>.

**F. Other sources of funding or support for project.** For example, list matching funds, school funds, etc.

**G. Complete the Project Budget on Page 5.**

*Advocates for WRPS Education reserves the right to suggest modifications to an application and may submit it to building and/or district administration for endorsement.*

I/We agree to use the funds provided for the purpose approved by Advocates for WRPS Education. To assist in future funding, a representative of Advocates for WRPS Education or Incourage Community Foundation may contact me/us for information pertinent to this application. I/We understand the submission of this application is subject to review/approval/rejection by Advocates for WRPS Education.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Administrator Signature

\_\_\_\_\_  
Date

**G. PROJECT BUDGET – APPLICATION FOR FUNDING CONTINUED ...**

Budget Item	Estimated Cost
Instructional Supplies (itemized list and costs)	
Equipment (itemized lists and costs)	
Transportation	
Services (stipends, contracted services, salaries)	
Other (be specific)	
<b>Total</b>	<b>\$</b>

**If your program/project includes transportation, entrance fees, stipends or salaries,** please explain in the Narrative (Section E) why these costs cannot be met by school district funding and why they are integral to the success of your project.

**Mail/email/fax your completed application to:**

**Mail**

Advocates for WRPS Education  
 c/o Encourage Community Foundation  
 478 E Grand Ave  
 Wisconsin Rapids, WI 54494

**Email**

hello@encouragecf.org

**Fax**

715.423.3019