

# Wales Street Primary School



## Great Ideas Grants Guidelines and Application Form

- A sum of \$10,000 of fundraising money is allocated to support school community grants each year
- Applications can be made for grants of up \$1,500 for any equipment or project that will benefit the students at Wales Street Primary School
- Grants are open to students, teaching staff, and parents/carers
- Preference will be given to applications that support programs that benefit the school more broadly, a year level or specialist class area, rather than individual classes
- The application process, timelines and successful grants will be communicated to the parent community and teaching staff via WSPS newsletter
- Applications will be accepted during the 1st and 3rd terms, as per timeline below
- The WSPS Grant Committee will meet with applicants to discuss their application on request
- The Committee will consist of
  - ✚ 2 FASE Committee members
  - ✚ 1 School Council parent member
  - ✚ 1 Facility Committee member
  - ✚ 1 member of Leadership
  - ✚ 1 teacher
- Applications must be submitted by email to [wales.street.ps@edumail.vic.gov.au](mailto:wales.street.ps@edumail.vic.gov.au) by 5:00pm Friday 6 March, 2020.

### Grant timeline

<b>Term 1</b>	<ul style="list-style-type: none"> <li>• Grant application guidelines advertised and applications open (Mon 10 Feb - week 3)</li> <li>• Round 1 (term one) application deadline (Fri 6 Mar - week 6)</li> <li>• Review of applications, and shortlist provided to School Council (week 7-8)</li> <li>• School Council meeting (Wed 25 Mar - week 9)</li> <li>• Successful applicants informed (Thurs 26 Mar - week 9)</li> </ul>
<b>Term 2</b>	<ul style="list-style-type: none"> <li>• Approved grants communicated to the school community WSPS Newsletter</li> <li>• Application money to be spent and resources bought</li> </ul>
<b>Term 3</b>	<ul style="list-style-type: none"> <li>• Term one grants to report back including photos and quotes from teachers and students to be included in the WSPS Newsletter.</li> <li>• Round 2 (term three) application and selection process (in line with weekly timeline as per term one above)</li> </ul>
<b>Term 4</b>	<ul style="list-style-type: none"> <li>• Term three grants to report back including photos and quotes from teachers and students to be included in the WSPS Newsletter.</li> </ul>

## Grant conditions

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- Applications must have a clear benefit or outcome for students at Wales Street Primary School in keeping with the Grant Categories as provided below
- The application must be for a single project, event, activity or program as there are no ongoing funds
- Applicants must be a current student, staff member, or parent/carer of Wales Street Primary School
- If applying for equipment, quotes are to be provided with the application
- If applying for a project, a budget must be submitted
- Individuals making the grant application must not personally financially benefit from the project
- Parent/carer applications that involve activities to be held within the school program should be discussed with relevant teaching staff or leadership prior to application – please contact [wspsgig@gmail.com](mailto:wspsgig@gmail.com) if you need assistance with a connection relevant to your proposed application
- Individual teachers may only be successful for 1 grant per year
- Grant money must be spent within the year it is allocated

## Grant Categories

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### ***Students, Staff, Parents & Carers feel they belong***

- Relates to the school community feeling they belong and having the opportunity to freely express and celebrate who they are, regardless of culture, family structure, socio-economic status or identity
- Relates to people having an understanding of other people, their culture and identity

### ***Students, Staff, Parents & Carers are healthy***

- Relates to people's physical and mental health and wellbeing
- Relates to increasing opportunities for physical activity

### ***Students, Staff, Parents & Carers are safe***

- Relates to the school community's perceptions of feeling safe within their school
- Relates to the school community's knowledge of how to reduce personal injury and harm

### ***Students, Staff, Parents & Carers are connected and participate***

- Relates to people's connections to their school community
- Participation relates to people volunteering, participating in civic life, being engaged in decisions and involved in planning, developing and delivering solutions

### ***Students, Staff, Parents & Carers have knowledge and skills***

- Relates to the school community having the opportunity for lifelong learning and gaining the knowledge and skills required to participate in education, employment and their community.

# Wales Street Primary School

## Great Ideas Grants



### APPLICATION FORM

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

Email address: \_\_\_\_\_

Contact phone number: \_\_\_\_\_

Student       Parent/Carer       Teacher/Staff member      (please tick appropriate category)

I am applying for:    Equipment       Project      (please tick appropriate category)

I wish to apply for \$ \_\_\_\_\_

Project start date: \_\_\_\_\_ Project finish date: \_\_\_\_\_

#### Details of Equipment or Project:

Please provide details about the project/equipment, including objectives and proposed outcomes.

How will the objectives benefit the students of Wales Street Primary School?

This should include who will benefit (year levels) and nominate relevant Grant Categories, including how

Successful applicants are required to provide a report on completion of the project. Where possible this should include photos and quotes from participants, so this may be reported back to the school community in a WSPS newsletter.

**Budget**

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ITEM	COST	NOTES

Applications must be submitted by email to [wales.street.ps@edumail.vic.gov.au](mailto:wales.street.ps@edumail.vic.gov.au) by 5:00pm Friday 6 March, 2020.

Please attach any supporting or further information to support your application.

I wish to present to the Committee to discuss my Great Idea

I certify that, to the best of my knowledge, the statements made in this application are true and correct.

I understand that I cannot spend the money on any other item or project other than the item of project applied for. Any money unspent needs to be returned to the Great Ideas Grant pool.

Full Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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OFFICE USE ONLY:

Date Received: \_\_\_\_\_ Signed: \_\_\_\_\_ Name: \_\_\_\_\_

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