

*NEW ROCHELLE*  
*Special Education Parent Teacher Association (SEPTA)*  
*GRANT APPLICATION*

**\*\*Please read SEPTA GRANT GUIDELINES (pages 3 and 4 below) for guidelines in entirety before submitting this application.**

**PRIORITY will be given to programs and proposals that are:**

- Integrated activities joining general & special education students
- After-school/recreational activities such as music, art, and related technologies
- Vocational & pre-vocational community based activities
- Reading and math literacy programs
- Courses or workshops that will enhance the teacher's ability to work with children with special needs either in the general or special education classroom (behavioral, technological, emotional, or academic issues)
- Not receiving funding from any other source

**GRANT APPLICATION:**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Position: \_\_\_\_\_ School: \_\_\_\_\_  
Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_

**Please be sure to address all 5 questions below in your grant proposal. Those proposals which do not address all 5 questions will be sent back for completion before they will be reviewed for consideration.**

**Grant Specifics:**

**1. Who will be served by this grant?**

**1a. What is the # of children *that* will be served?**

1b. Of these children, how many are special education students and how many are general education students?

1c. Which classes will the children be in and in what school?

2. What are the specific activities that the grant will fund?
3. How will the grant promote inclusion of special education students within the school community?
4. When will the prospective grant-funded activity occur?
5. Where will the grant-funded activity take place (i.e., within the school/ school grounds or in a location different from the school)?

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

(Maximum Grant amount per person is \$250. Maximum Grant amount for an integrated project is \$500).

If funding for a Course/ Workshop:

Name of Course/ Workshop: \_\_\_\_\_

Course/ Workshop Description:

\_\_\_\_\_

Offered by: \_\_\_\_\_ Cost: \_\_\_\_\_

Grant Specifics questions above also must be answered.

Grant Committee will review all Grant requests & special projects will be considered.

Email grant requests to all of the following:

Susan Moshinsky at Susan\_Moshinsky@yahoo.com,

Joseph Egan at [jjegon13@msn.com](mailto:jjegon13@msn.com); Edie Barasch at [ezbarasch@verizon.net](mailto:ezbarasch@verizon.net)

**SEPTA Grant Guidelines:**

- 1. SEPTA is providing grants district-wide to promote inclusion and a unified school community.**
  
- 2. All applicants (including co-applicants) must have current SEPTA membership. Proof of membership must be provided at the time of application. Please see [newrochellesepta.org](http://newrochellesepta.org) for instructions on how to register as a member.**
  
- 3. Grants will be available to all New Rochelle general and special education teachers and staff members (no outside agencies) who wish to fund a project related to special needs issues, specifically:**
  - (a) Integrated Activities that focus on collaboration of general education and special education students;**
  - (b) After School/Recreational Activities focusing on Music, Art and Related Technologies;**
  - (c) Vocational and pre-vocational community based activities; and**
  - (d) Reading and Math Literacy Programs.**
  - (e) Courses, workshops, or materials (books/DVDs etc) that will enhance the teacher's ability to work with children with special needs either in the general or special education classroom (behavioral, technological, emotional, or academic issues)**
  
- 4. The Maximum Grant amount per person is \$250. The Maximum Grant amount for an integrated project is \$500. However, the Grant Committee will review and consider special projects that promote inclusion.**
  
- 5. The SEPTA Grant Committee will review all Grant Applications once all grant questions have been addressed. All requests will be accepted and/or rejected based upon relevancy and upon funds available.**

**6. Grant applications are due by the designated deadlines. Grant committee can also review applications on an ad-hoc basis if the situation arises.**

**7. SEPTA will pay the vendors directly if a verifiable invoice or purchase order is submitted. Invoices should not be more than 30 days old when submitted and reimbursement will be targeted at 10 business days from submission.**

**8. Within 30 days of completion of a grant-funded project, the grant recipient will submit to the SEPTA Executive Board a synopsis (for publication) detailing the program's success, number of participants that benefited from project, and any other pertinent information. Parental/guardian approval for any pictures or quotes must be obtained by grant recipient prior to publication of any information and prior to submission to the SEPTA Executive Board.**