



Institute for Educational Excellence and Entrepreneurship  
 College of Education  
 West Chester University  
 West Chester, Pennsylvania 19383-2300

[www.3eInstitute.org](http://www.3eInstitute.org)

**Note that there are currently no Seed Grants available pending additional funding.**



## 3E Institute Incubator Seed Grant Application Cover Sheet

**This Grant is available to ALL Educator 500 and  
participants of ALL Summer Institute courses**

Please email this completed Incubator Award Application to  
 Patricia Beneš, Director of the 3E Institute, at [pbenes@wcupa.edu](mailto:pbenes@wcupa.edu)  
 For more information regarding the Educator 500, call 610-738-0582 or  
 log on to the 3E Institute website at [www.3eInstitute.org](http://www.3eInstitute.org)

<b>Applicant</b>					
<b>Position</b>					
<b>School District</b>					
<b>School</b>					
<b>School Address</b>					
<b>City</b>		<b>ST</b>		<b>Zip</b>	
<b>School Phone</b>					
<b>School Email</b>					
<b>Home Address</b>					
<b>City</b>		<b>ST</b>		<b>Zip</b>	
<b>Home Phone</b>					
<b>Home Email</b>					

**Submission by April 12, 2010**

## **Incubator Seed Grant Official Statement**

When you receive a seed grant, 3E Institute expects you to implement your unique program to meet the needs of your students. Your project must incorporate collaborative solutions, business partnerships and/or parent and community involvement. Incubator seed grants have been allocated for projects from a broad range of educational initiatives, including literacy and cultural diversity, technology partnerships between schools and historic towns, and pilot programs for special need students. Once initiated, many of these innovative projects have been able to attract recognition and attention leading to additional sources of funding.

***By submitting your application you agree to the following terms:***

At the completion of the school year, seed grant recipients are expected to send 3E Institute an end of the year report. The report will include:

1. Summary of project implementation
2. Qualitative and quantitative outcomes
3. List of how resources were spent
4. Plans for sustainability
5. A letter from your principal or supervisor documenting the project and its impact.

Award checks will be sent to an administrator in your district. Please check your district requirements and provide the information requested below. Checks cannot be made out to you personally unless receipts are submitted first.

Check made payable to	
Attention	
Mailing Address	

## **Incubator Seed Grant Proposal Instructions for Executive Summary**

**\*\* Maximum Length of entire Executive Summary is 1200 Words\*\***

### **A. Statement of Need**

- What need is your project addressing?
- What standards are addressed?
- Who are the primary and secondary target audiences for your project?

### **B. Description of Project/Program**

- What are your project goals?
- How will your project be implemented over the next year?
- What are your major project milestones?
- Approximate number of students to benefit?
- Approximate number of teachers to be involved?
- How will you measure (qualitative and/or quantitative) the success of your project?

### **C. Resources Required**

- What resources are required to successfully implement your project?
- What resources/funding have you already lined up for the project?
- What strategic partnerships will be established to acquire needed resources?
- What additional financial resources are required? Include a complete project budget. Then state the amount of this budget that you are requesting as a seed grant.

### **D. Capacity to Succeed**

- What strengths do you and the implementation plan have that will make this project be successful?
- How does your project support your school's mission?
- How is your school supporting this project?