



November 20, 2019

Jessica Duffy  
Poestenkill Elementary School  
1 Veterans Street  
Poestenkill, NY 12140  
Re: Grant Approval

Dear Ms. Duffy, Ms. Seel, and Ms. Bush:

We're delighted to report that the Trustees of the Averill Park Education Foundation have awarded you a grant in the amount of \$5997.00 to cover the costs of purchase of three Little Bits Workshop Sets.

The funds from this grant are restricted to cover the costs for the consultant as detailed in your grant request dated September 19, 2019 and submitted to the Trustees for consideration.

Within a year, we ask that you send us an informal report on how you have used this grant, along with at least one photo showcasing your project that we may post on our web site or use in promotional materials.

The APEF is proud to support and enrich Averill Park Education through meaningful projects such as yours. We wish you success with your project and look forward to hearing more about it.

Sincerely,  
Scott Bendett  
President, Averill Park Education Foundation

Averill Park Education Foundation  
PO Box 56  
Averill Park, NY 12018  
<http://www.averillparkef.org/>



## GRANT APPLICATION

Name of Applicant: Jessica Duffy Date: 9/17/19  
School Campus: PES  
Department: Library Media Specialist  
Telephone: 518 674 7125 Email: duffyja@apcsd.org FAX: \_\_\_\_\_  
Supervisor/Principal: John Bishop

### Project Type

Funding is being sought for what type of project? (Check all that apply)

- ☐ Classroom Activity
- ☐ Performing Arts
- ☐ Special Event/Guest Presenter
- ☐ Curriculum development
- ☐ Educational outreach
- ☒ Equipment
- ☐ Conference

Other: Please  
describe: \_\_\_\_\_

### Project Goals and Description

Please provide a brief description of the project for which you are seeking funding and the goals (what you expect to accomplish) you have set for the project. Please attach additional pages describing your project's time line, planned activities, and responsibilities of principal staff involved. If your request is specifically for funding for equipment, please list the equipment or product you are seeking to purchase:

Little Bits - electronic building blocks - See attached paper.

What student group(s) will be served by this project/program? Please include an estimate of the number of students served.

All students in elementary buildings but primarily 3-5. 1200 students

Please list any artists, cultural organizations, or other community/business organizations or agencies that will be involved in this project (if applicable):

What are the proposed start and end dates for this project?

From: 2019 To: indefinitely

Is additional funding also being sought for this project from other sources? ☐ Yes ☒ No  
If yes, please list any other funding organizations or sources:

## Budget Summary

Description	Unit Cost	Total Cost
Consultants/Purchased Services		
Supplies and Materials		
Travel		
Equipment (Please specify):	3 Workshop Sets \$1,999	\$5,997
Printing/Postage		
*Other (Please describe below)		
	Total cost of project/program:	\$ 5,997
	Less amount funded by other sources (if applicable):	\$
	Total amount being requested from Averill Park Education Foundation:	\$ 5,997

\*Other budget item(s) Description:

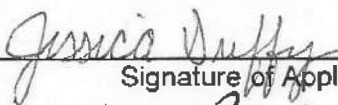
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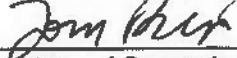
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To the best of my knowledge and belief, all the information presented in this application is true and correct. If approved, the Averill Park Education Foundation will be provided a copy of all PO's, requisitions and receipts as documented in the Financial Gifting Letter.

  
Signature of Applicant

9/27/19  
Date

  
Signature of Supervisor/Principal

9/28/19  
Date

  
Signature of Assistant Superintendent

10/1/19  
Date

Additional pages of description of your project may be added if necessary.

Please submit your completed grant application to:  
**Grants Review Committee**  
**Averill Park Education Foundation**  
**PO Box 56**  
**Averill Park NY 12018**

**APEF Grant Application**

Jessica Duffy, Jeanne Seel, Nancy Bush - Elementary Library Media Specialists

9/27/2019

518-674-7125

[duffyj@apcsd.org](mailto:duffyj@apcsd.org)

**Project Type: Equipment****Project Goals and Description:**

Libraries have become more than a place to borrow books. We now teach 21st century technology skills and many libraries have incorporated "Maker Spaces." Maker Spaces allow students to explore STEAM (Science, Technology, Engineering, Arts, and Mathematics) concepts in a safe space without the confines of a traditional classroom environment. Maker Spaces enable students to form ideas and learn from trial and error. Currently our elementary libraries use programmable robots, scraps of materials recycled or left over for constructing, ozobots (received from APEF Grant in 2015), and other miscellaneous educational materials for Maker Space activities.

As part of this Maker Space initiative we would like to incorporate Little Bits into our libraries. Little Bits are electronic building blocks that can be used similar to electronic circuits to build small systems with lightbulbs or engines. Little Bits are designed to be either a facilitated activity or tinkering tools for exploration and play based learning. School wide or grade level challenges extended by librarians can inspire students to explore and expand their knowledge on electrical circuits and build a foundation for understanding how computers work.

**Students Served:**

All elementary students but primarily grades 3-5. (1000+ students in all three elementary schools)

**Proposed Dates:**

2019-2020 school year - indefinitely



September 16, 2019

Heath Quiles  
Averill Park High School  
146 Gettle Road  
Averill Park, NY 12018  
Re: Grant Approval

Dear Mr. Quiles:

We're delighted to report that the Trustees of the Averill Park Education Foundation have awarded you a grant in the amount of \$1500.00 to cover the costs of the speaker visit by Mr. Herren.

The funds from this grant are restricted to cover the costs for the consultant as detailed in your grant request dated August 5, 2019 and submitted to the Trustees for consideration.

Within a year, we ask that you send us an informal report on how you have used this grant, along with at least one photo showcasing your project that we may post on our web site or use in promotional materials.

The APEF is proud to support and enrich Averill Park Education through meaningful projects such as yours. We wish you success with your project and look forward to hearing more about it.

Sincerely,  
Scott Bendett  
President, Averill Park Education Foundation

Averill Park Education Foundation  
PO Box 56  
Averill Park, NY 12018  
<http://www.averillparkef.org/>



## GRANT APPLICATION GUIDELINES

The Averill Park Education Foundation exists solely for charitable and educational purposes to benefit the students of the Averill Park schools and works to support educational and creative initiatives to enrich programs and services for the students. The Foundation encourages teachers, students, and community members to help identify worthwhile projects for funding opportunities. Funds are distributed in the form of grants and project awards focused primarily in the academic subject areas, as well as technology, cultural enrichment, and general scholastic achievement. Consequently, grant requests submitted to the Foundation must demonstrate that the project/program and the funds requested will benefit our academic environment and our students.

All grants are subject to approval by the Foundation Board. In general, awards range from \$1,000 - 7,500, although larger proposals will be considered.

All proposals will receive a response generally within 6-8 weeks of each deadline. The dollar amount available for grants per year is directly related to the results of the annual fundraising campaign, and may vary from year to year. Depending upon the quality and number of proposals submitted each year, the number of grants awarded may also vary.

Grant awardees will be required to accept the following procedures:

- Submit a written report at the end of the project identifying completion of all established goals, an overview of the results, and recommendations (if any) for future projects;
- Submit a final accounting of all expenses, including budget v. actual, any income or additional funding, and any in-kind donations, if applicable.

Requests for grant renewals must follow the same procedure as initial grant proposal submissions. A prior award does not guarantee a renewal.

Completed applications should be submitted to:

Grants Review Committee  
Averill Park Education Foundation  
PO Box 56  
Averill Park NY 12018

Any questions regarding the submittal of applications may be directed to Sue Powers @ [sjp505@aol.com](mailto:sjp505@aol.com).



## GRANT APPLICATION

**Name of Applicant:** Heath C. Quiles

**Date:** August 5, 2019

**School Campus:** Averill Park High School

**Department:** Entire High School; All Departments

**Telephone:** 518-764-7015

**Email:** [guilesh@apcsd.org](mailto:guilesh@apcsd.org)

**FAX:** 518-674-7046

**Supervisor/Principal:** Heath C. Quiles

### Project Type

Funding is being sought for what type of project? (Check all that apply)

- ☐ Classroom Activity
- ☐ Performing Arts
- ☒ Special Event/Guest Presenter
- ☐ Curriculum development
- ☐ Educational outreach
- ☐ Equipment
- ☐ Conference

Other: Please  
describe: \_\_\_\_\_  
\_\_\_\_\_

### Project Goals and Description

Please provide a brief description of the project for which you are seeking funding and the goals (what you expect to accomplish) you have set for the project. Please attach additional pages describing your project's time line, planned activities, and responsibilities of principal staff involved. If your request is specifically for funding for equipment, please list the equipment or product you are seeking to purchase:

As a joint venture between Averill Park and Bethlehem High Schools, we are interested in bringing in former NBA player Chris Herren, who now serves as a motivational speaker on substance use and wellness, to engage our entire student body in a 1.5 hour assembly on these topics. Mr. Herren would appear for half a day at Averill Park, and then half a day at Bethlehem. We aim for this to occur on April 2, 2020. The location for the Averill Park assembly will be the high school auditorium. By joining with Bethlehem High School, we have received a reduced price per assembly from Chris Herren's organization.

The total cost of this assembly for the TWO schools is \$10,000. Bethlehem will cover half, at \$5000.00. We are working with a number of local agencies to help offset the Averill Park portion, also at \$5000.00 total. (See last question). We are requesting \$1500.00 from the Averill Park Ed Foundation to help support this endeavor.

A link to Mr. Herren's services is as follows: <http://herrentalks.com/>

What student group(s) will be served by this project/program? Please include an estimate of the number of students served.

**This assembly would be offered to all students at the high school on the proposed date, April 2, 2020, thus affecting the entire student body.**

Please list any artists, cultural organizations, or other community/business organizations or agencies that will be involved in this project (if applicable):

**In order to help offset the cost of this assembly, we have partnered with the Bethlehem Central Schools, the Rensselaer and Albany Sheriffs' Departments, as well as the local group Nopiates, to bring this program to life for our students. Please see their involvement levels below.**

What are the proposed start and end dates for this project?

**From: April 2, 2020 To: April 2, 2020**

Is additional funding also being sought for this project from other sources? ☒ Yes ☐ No

If yes, please list any other funding organizations or sources:

**The local group, Nopiates, is expected to donate \$1500.00**

**The Rens. County Sheriff is expected to donate \$1000.00**

**The Averill Park Central School District will provide \$1000.00**

**We are requesting \$1500.00 from the Averill Park Ed Foundation.**

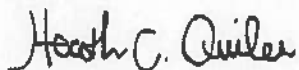


## Budget Summary

Description	Unit Cost	Total Cost
Consultants/Purchased Services		\$10,000.00
Supplies and Materials		
Travel		
Equipment (Please specify):		
Printing/Postage		
*Other (Please describe below)		
	<b>Total cost of project/program:</b>	\$ 10,000.00
	<b>Less amount funded by other sources (if applicable):</b>	\$ 8,500.00
	<b>Total amount being requested from Averill Park Education Foundation:</b>	\$ 1,500.00

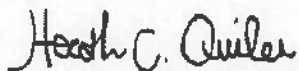
\*Other budget item(s) Description:

To the best of my knowledge and belief, all the information presented in this application is true and correct. If approved, the Averill Park Education Foundation will be provided a copy of all PO's, requisitions and receipts as documented in the Financial Gifting Letter.



Signature of Applicant

August 6, 2019  
Date



Signature of Supervisor/Principal

August 6, 2019  
Date



Signature of Assistant Superintendent

8/6/19  
Date

*Additional pages of description of your project may be added if necessary.*

Please submit your completed grant application to:  
**Grants Review Committee**  
**Averill Park Education Foundation**  
**PO Box 56**  
**Averill Park NY 12018**