

**German Immersion Foundation, Inc.
a 501(c)3 non-profit corporation**

PO Box 100670
Milwaukee, WI 53210-0670
<http://www.germanimmersionfoundation.org>
E-mail: <mailto:grants@germanimmersionfoundation.org>

Our Mission Statement

The German Immersion Foundation, Inc. (GIF) was founded in 2001 as a fundraising entity to benefit the Milwaukee German Immersion School and the Milwaukee School of Languages, both Milwaukee Public Schools.

The purpose of the Foundation is to ensure that children participating in German language immersion educational programs benefit from high quality education, and to maintain and enhance the level of educational excellence. Our objective is to provide the means to supplement a superior German language immersion program and to give children participating in German language immersion programs, a solid cultural awareness and understanding.

Our goal is simple: to provide the extra support necessary to maintain and build excellence in the teaching and educational programs that have won national and international acclaim for our school and our children. As our children prepare to enter an increasingly smaller and more competitive global marketplace, it is essential that they learn to speak more than one language and understand people from other cultures.

To continue and build upon this legacy of excellence and education, the Foundation has been formed as a charitable, tax-exempt, 501(c)3 non-profit corporation to raise philanthropic support for special programs and initiatives at the schools. The Foundation will focus on raising funds to support those efforts to produce academic and scholastic achievement that can only succeed through private support.

The Foundation board members are parents of MGIS & MSL Students, staff members of both schools and concerned community members.

The German Immersion Foundation, Inc. is not affiliated with either school or the Milwaukee Public Schools or the respective PTA or Governance Council of either school nor does it compete with these organizations. By being an independent corporation, the Foundation is unencumbered by any limits in raising or dispersing funds that will help our schools.

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Grant applications will be considered year round.

- Grant applications must be submitted to the Grant Review Committee and a recommendation made before it can be presented to the Board for final consideration.
- In order to allow enough time for your Grant application to be properly considered, it should be completed and submitted to the Grant Review Committee at least two months prior to the proposed expenditure.
- If this is not possible, please submit your proposal to the Grant Committee at least 1 week prior to the meeting so that it may be added to the Board agenda. The full GIF Board meets on the third Wednesday of each month.
- All proposals must be discussed with the Principal of your school and be signed by the Principal – prior to submitting it to the Foundation. While the Principal does not have to directly “approve” the grant to permit submission to the Grant Committee, their comments must be noted in the proposal.

Grant applications may be e-mailed directly to the Grant Committee Chairperson, dropped off in the Foundation basket in the MGIS school office or mailed to the Foundation:

Attn: Grant Review Committee
German Immersion Foundation Inc.
PO Box 100670
Milwaukee WI 53210-0670

Grant Review Committee Members:

Paula Fink – Chairperson Grant Review Committee
E-mail: Paula.Fink@qq.com
Work Phone: 414-566-4417 Cell Phone: 414-688-9907

Mary Buchert
E-mail: bucherma@mail.milwaukee.k12.wi.us
Work Phone: 414-393-5606 (direct) Home Phone: 262-242-2328

Martha Moore
E-mail: martha.moore@marquette.edu
Work Phone: 414-288-0398 Fax: 414) 288-1715 Cell Phone: 414-313-3187

Mike Willkommen
E-mail: willkomx@milwaukee.k12.wi.us
Work Phone: 414) 393-5700

Principals

Albert J. Brugger – MGIS Principal
E-mail: bruggeaj@mail.milwaukee.k12.wi.us
Work Phone: 414-393-5600 Fax: 414-393-5615 Home Phone: 414-258-7495

Jennifer Smith –MSL Principle in Charge, MSL
E-mail: thomsega@milwaukee.k12.wi.us
Work phone: 414 393-5705

To coordinate payment & for submittal of receipts for reimbursement only:

Documents may be dropped off in the GIF basket in the MGIS office or mailed to the Foundation Treasurer Steve Bjork.

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Criteria for Grant Proposals

- The applicant must be a staff member of MGIS or MSL.
- The application describes a well-conceived educational plan along with cost estimates and timetable for implementation or activity;
- The project has the potential to be used in other classrooms, and/or other teachers will be able to use results of the project
- The project affects more than a few teachers, students or staff
- The project is targeted for an audience identified as lacking or in need
- The project will improve the quality of teaching or learning
- The project demonstrates a unique or innovative approach to meet an educational need
- The application form has been completed properly
- The application must be submitted 2 months in advance to allow the Grant Committee the time to properly consider the request

Examples of what the Foundation may fund:

- Educational seminars and trips
- Technology that promotes improved instruction
- New and innovative learning experiences
- Visiting experts in the field of education, family, or literature
- Student sponsorship to immersion language events
- Language models, such as reading aides or interns
- A grant writer to apply for specific government or private grants

Examples what the Foundation will generally NOT fund:

- Structural improvements to the building
- Projects that are in conflict or inconsistent with District Curriculum
- Projects that should be funded through the building budget or district

Funding Responsibility

Disbursements of funds are made in the form of grants either directly to the person(s) applying for the grant, or by the District's business office and reimbursed by the Foundation.

Upon approval of the Grant Request, the Board may include some additional requirements upon the Grant recipient. These may include but not be limited to:

- Submittal of receipts as proof of expenses, when appropriate
- A written or oral report to the Grant Review Committee or to the Board during the course of the grant or upon completion.
- Assignment of a Committee or Board member to work with the Grant recipient to implement the grant and/or to report the outcome.
- A site visit by a Grants Review Committee member

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Grant Request Form

While specific use of this form is not required – it does include the minimum information required. If this form is not used, please follow the outline as listed below. You may separately attach any supporting documents or additional comments.

Grant Requester Information		
Name of Requester:		
School or Org. affiliation:		
Address:		
City, State, Zip		
Telephone (work):		
Telephone (home):		
E-mail address:		
Please check one of the following:		
<input type="checkbox"/> I am applying for a Foundation Grant <input type="checkbox"/> I have a program/project idea for consideration		
Check which school(s) will benefit from the Grant:		
Signature of School Principal endorsing this grant:	MGIS	MSL
Grant Recipient(s):		
Proposal Description Include key features and how it will operate		
Participants Identify students, staff members, parents or others whom your proposal is designed to benefit		
Outcomes Describe the goal of the program/project. What impact do you expect to have & how will it be evaluated?		
Program/Project Cost Be specific as possible and clearly state the total amount requested from the Foundation		
Timeline Describe the start and end of the project/program		
Evaluation Process How will you report the results of this project/program back to the GIF Board?		

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Consistency with Foundation Mission How will program/project promote excellence in education at MGIS or MSL