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501(c)(3) non-profit organization

Date: January 2018
To: School Principals/Chief School Administrators
Region: Southern California

**K-12 ITALIAN LANGUAGE GRANTS
2018-2019 SCHOOL YEAR
GRANT APPLICATION PERIOD: JANUARY 01, 2018 TO MARCH 01, 2018**

Italian government funded grants are available through Fondazione Italia to K-12 schools throughout Southern California. These grants are offered in an effort to promote and support the teaching of the Italian language and culture in schools outside of Italy.

Who can apply?

Public and private not-for-profit K-12 schools throughout Southern California offering or intending to offer Italian during the school day, or as an elective course in the 2018-2019 school year. Please note that a grant cannot be awarded for fee-based after-school programs.

What can the funds be used for?

Grant funds may be applied towards the Italian teacher or teaching assistant pay, or to purchase Italian books/didactic materials needed.

What is the application process?

Submit the application form to Fondazione Italia by **March 01, 2018**

What is the approval process?

A grant review committee composed of representatives from Fondazione Italia and the Consulate of Italy will review each application on a case-by-case basis. A degree of financial participation by the school is expected, especially if you are a continuing school. Funding will only be given to schools that offer Italian to their students during the school day or as an elective class. Grant amounts vary from \$500 to \$20,000 and are subject to availability of funds from the government of Italy. The review committee reserves the right to award the grants at their discretion.

What is Proof of Payment?

Grant recipient schools are required to submit proof that they spent their grant funds by **June 15, 2019** of each year if the grant funds are used towards teacher's pay or by **December 31, 2018** if the funds are used to purchase books/didactic materials. Fondazione Italia is required to submit this information to the government of Italy to show that the funds were used in compliance with the terms of the grant.

For questions, please contact Fondazione Italia's Executive Director, Hilary Stern, at (310) 739-9350 or by e-mail at hstern@fondazione-italia.org. You may also contact Anna Zeppieri at the Education Office of the Italian Consulate General in San Francisco directly at (415) 292-9203 or by e-mail at sanfrancisco.education@esteri.it.

cc: Anna Zeppieri, Director, Education Office, Consulate General of Italy in San Francisco



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GRANT APPLICATION K-12 ITALIAN LANGUAGE PROGRAM 2018-2019 School Year

SECTION 1 - SCHOOL INFORMATION				
School Name:		Grades Taught:		
Full Address:		School Website:		
Type of School:		School District:		
School Principal:		E-mail:		
Contact Person: if different from above (include title)		Telephone:		
		E-mail:		
Does your school currently have an Italian program?	Yes <input type="checkbox"/> No <input type="checkbox"/> If no, skip to Section 2			
Is the Italian program offered as a foreign language elective?	Yes <input type="checkbox"/> No <input type="checkbox"/>			
What world languages are currently being taught at your school?				
Please provide us with a brief history of enrollment numbers for your Italian program:	<u>2014/2015</u>	<u>2015/2016</u>	<u>2016/2017</u>	<u>2017/2018</u>
	Level 1: Level 2: Level 3: Level 4:	Level 1: Level 2: Level 3: Level 4:	Level 1: Level 2: Level 3: Level 4:	Level 1: Level 2: Level 3: Level 4:
Do you offer an Italian AP level?	Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, how many students took the AP Italian exam in 2017? How many will take it in 2018?	2017 _____ 2018 _____			
Does the school currently have an instructor for your Italian program?	Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, please provide their name and email and/or telephone number.				
Does your Italian teacher teach any other subject(s) at your school?	Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, which other subjects?				
If you do not have an Italian instructor for your program, Fondazione Italia may assist in locating an instructor. Please indicate any specific school/district requirements:				

SECTION 2 - PROGRAM DESCRIPTION

Anticipated start and end dates of the Italian program:	_____ / _____ /2018 to _____ / _____ /2019
How many classes do you anticipate offering?	
What are the anticipated numbers of instruction weeks?	
Will the grades obtained in the Italian classes reported in the students' report cards?	Yes <input type="checkbox"/> No <input type="checkbox"/>
What Italian textbook are you currently using or plan to use?	

SECTION 3 - PROPOSED CLASS SCHEDULE

(continue on separate paper if necessary if you have more than 5 classes)

	Name of Class or Grade Level(s) Participating in Class	Anticipated Enrollment	# of Class Meetings per week	Minutes per class	Total Hrs per week	Proposed Day(s) and Time(s) of Class
1.						
2.						
3.						
4.						
5.						

SECTION 4 - PROGRAM BUDGET

Anticipated total number of actual in-class instruction hours	
Please indicate hourly rate for the Italian instructor	\$ _____ /hour
Estimated cost for the instructor for the school year	\$ _____
Estimated cost of textbooks/didactic materials	\$ _____
Any other costs (please specify):	\$ _____
A. ESTIMATED TOTAL PROGRAM COST	\$ _____

SECTION 5 – SCHOOL’S FINANCIAL CONTRIBUTION TOWARDS THE PROGRAM

Amount school or other entity will contribute for instructor compensation	\$ _____
Amount school or other entity will contribute for textbooks/didactic materials	\$ _____
Amount school or other entity will contribute for other costs	\$ _____
B. TOTAL SCHOOL/OTHER ENTITY CONTRIBUTION TOWARDS ITALIAN PROGRAM	\$ _____

SECTION 6 - TOTAL GRANT REQUESTED (Subtract line B from line A)

\$ _____

SECTION 7 - PROPOSED PROGRAM OBJECTIVES

(Please continue on separate paper, if needed)

Why does your school want to start/expand an Italian language program and what are your school's objectives for the Italian language program?

Are you presently receiving/seeking other sources of funding for the program? In the event that you do not receive a grant, how do you plan to sustain/fund the Italian program in subsequent years?

If you are a high school and currently do not offer an AP level course, please let us know if you intend to in the future and if so, what type of assistance you will need.

If you currently use a textbook for your Italian program, what is the title?

If you plan to use the grant funds to purchase textbooks/didactic materials, please attach a list of the textbooks and quantities you would like to purchase. What is the total dollar amount needed to purchase these materials (including sales taxes and shipping costs)?

\$

If the materials you are interested in are published in Italy, Fondazione Italia may be able to purchase them directly from the publisher at a discounted rate. Would you like Fondazione Italia to purchase these materials using the grant funds?

Yes No

Please briefly explain how the Italian teacher will integrate these materials within the Italian curriculum, (i.e. AP Courses, cultural projects, lesson plans, student books, etc.) and how this grant will benefit your school and/or your existing Italian program.

SECTION 8 – GRANT RECIPIENT OBLIGATIONS

As a condition of receiving funds from Fondazione Italia, all grant recipients agree to (please initial):

_____ submit teacher contract before the start of the Italian program.

_____ submit proof of payments indicating how the grant funds were actually expended by **December 31, 2018** if purchasing material and by **June 15, 2019** if using funds to pay an Italian teacher/assistant.*

***NOTE:** if you plan to use the grant funds to pay the Italian teacher, please be aware that the grant amount is calculated based on the total hours of actual in-class instruction. Should the number of hours of actual classroom instruction diminish after disbursement of the grant, the school will be required to reimburse Fondazione Italia accordingly within 60 days of termination of classes. The grant funds cannot be used to cover any other school costs related to the program including but not limited to the cost of benefits, travel or administrative time, insurance etc.

Fondazione Italia is also required to justify the use of the grant funds to the government of Italy by collecting information about the programs from the teachers. Teachers teaching in Italian-government-supported programs are asked to submit to the Italian Consulate and Fondazione Italia a class journal. Fondazione Italia will provide the format for this report.

Principal's Signature:		Date:	
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