



FLORIDA DEPARTMENT OF  
**EDUCATION**  
fldoe.org

**Commissioner’s Task Force on Holocaust Education  
Project Based Funding Application**

**Fiscal Year 2020-2021**

The core mission of the Commissioner’s Task Force on Holocaust Education is to promote Holocaust education in the State of Florida. On a continual basis, the Task Force shall survey the status of Holocaust Education; design, encourage and promote the implementation of Holocaust education and awareness; provide programs in all Florida school districts; and coordinate designated events that will provide appropriate memorialization of the Holocaust on a regular basis throughout the state.

As this funding is provided to support the mission of the Task Force. **“Funded in part by FDOE Commissioner’s Task Force on Holocaust Education”** must be included on all flyers, agendas, programs, handouts, posters, advertisements, etc. that are associated with funded projects.

Eligible applicants are school districts, designated sites, other community organizations whose proposed activities are aligned with the mission. An independent committee will review and rank the applications received. As Tallahassee Community College (TCC) is serving as the Task Force’s fiscal agent, funded applicants will be provided information on establishing a supplier profile in TCC’s system and requesting funds.

Please contact Mallory McGovern at [mcgovern@tcc.fl.edu](mailto:mcgovern@tcc.fl.edu) if you require an alternate format.  
**All Applications will be considered until funds are depleted.**

**Proposal Information**

<b>Project Name:</b>	
<b>Project Date:</b>	
<b>Funds Requested:</b>	
<b>Applicant Name:</b>	
<b>Mailing Address:</b>	
<b>Organization Director/Project Manager:</b>	
<b>Contact Phone Number:</b>	
<b>Contact Email:</b>	
<b>Governance (University/College, School/District, Designated Site, Other (please explain)):</b>	
<b>Organization website URL:</b>	

*PROJECT NARRATIVE (Maximum 3 pages for the 3 elements of the narrative) Please attach responses to the three elements of the project narrative, described below, to the application. The narrative can be no longer than three pages in length.*

**Project Development:**

- Describe project goals and activities and how they relate to the mission of FHETF.
- How does the project ensure that resources are available to students, educators, and the general public regarding the Holocaust?
- Does the project emphasize the responsibility for preparation for teaching the Holocaust?

### Project Staff:

- List all staff and consultants who will work on the project.
- What are the qualifications of those individuals?
- Who will be working on the project to present Holocaust Education?
- What experience does your consultant\*\* have in working with Holocaust education?

**Consultant** – \$250 limit - one who consults another, who gives professional or technical advice.

**Guest Speaker** – \$250 limit - person invited to a gathering to give a speech.

**Presenter** – \$500 limit - person who brings something before the public.

**Facilitator** – \$500 limit - someone or something that facilitates something; helps to bring about an outcome (such as learning, productivity, or communication) by providing indirect or unobtrusive assistance, guidance, or supervision.

**Potential Impact and Feasibility:**

- What audience will this project reach?
- What are the goals and desired outcomes of the project?
- How many individuals will this project reach?
- Is the size and scope of the proposal appropriate for this project?
- Will this project reach educators in rural/smaller urban school districts? How do you plan to measure the outcome of the project?

**PROJECT EVALUATION:**

- Describe how you will evaluate the effectiveness of your project?
- If applicable, include the types of data tracking tools you will use to collect statistical information (quantitative)?
- Explain how you will make determinations about participants' understanding of the project and its goals (qualitative)?

<b>Project Component</b>	<b>Evaluation Method</b>

## PROJECT TIMELINE

- Create a timeline with specific calendar dates when project tasks will be accomplished.

Date(s)	Activities



**APPLICATION CHECKLIST AND DELIVERY** The following must be complete and received by the FHETF. All materials must be included in a single packet. Incomplete applications are subject to automatic denial. Please submit completed applications for any questions please refer to <http://fldoe.org/holocausteducation> or contact Mallory McGovern at [mcgovern@tcc.fl.edu](mailto:mcgovern@tcc.fl.edu).

**Checklist:**

- ✓ Signed application
  - ✓ Project narrative (development, staff)
  - ✓ Project budget
  - ✓ Rationale for speakers/consultants/presenters/facilitators if applicable
  - ✓ Project evaluation
  - ✓ Project timeline
- 
- **Additional Funding Request Deadline** – Request for additional funding for a previously approved application needs to be submitted **30 days prior to the start date** of the event.
  - **Invoice Submission Deadline** – The invoice and all supporting documentation needs to be **submitted no later than 30 after the event date** (last day of the event if multiple days).



All projects must meet the mission of **FDOE Commissioner's Task Force on Holocaust Education**

***Funded in part by FDOE Commissioner's Task Force on Holocaust Education*** must be included on all flyers, agendas, programs, handouts, posters, advertisements, etc. that are associated with this project.

***Instructions for submitting application:***

1. Complete the application. Save it to the desktop.  
Send as an attachment to [grants@tcc.fl.edu](mailto:grants@tcc.fl.edu)  
**Or**
2. Complete the application. Print. Scan.  
Send as an attachment to [grants@tcc.fl.edu](mailto:grants@tcc.fl.edu)