



Commissioner's Task Force on Holocaust Education 2022-2023 Project Based Funding Application

The purpose of the Task Force is to assist the Florida Department of Education in the preparation and teaching of the history of the Holocaust consistent with s. 1003.42(2)(g), Florida Statutes (F.S.), state academic standards and Rule 6A-1.094124, Florida Administrative Code (F.A.C.).

Funding is provided to support the mission of the Task Force as outlined above. Eligible applicants are schools, school districts, educators, Holocaust education centers and other organizations whose proposed project and activities are aligned with the state's Holocaust Education standards and the mission of the Task Force. An independent review committee evaluates each application and awards funding on a competitive basis.

Awarded projects will establish a supplier profile with Tallahassee Community College (TCC), the Task Force's fiscal agent. "Funded in part by the Commissioner's Task Force on Holocaust Education" and the official Task Force logo may be used on fliers, agendas, and other print or non-print materials created for funded projects.

Applications will be considered until funds are depleted.

Project Name:	
Project Date(s):	
Funding Requested:	
Applicant Name:	
Mailing Address:	
Project Manager:	
Contact Phone:	
Contact Email:	
Governance (School, school district, college or university, Holocaust center, community organization):	
Website:	

PROJECT NARRATIVE

Project Development (500 words max):

Please provide a description of the project, including:

- Project goals and they relate to the Holocaust Education Task Force’s mission, Holocaust Education standards, and K-12 required instruction per s. 1003.42(2)(g), F.S.
- Instructional content, activities, materials, and resources
- Project audience (students, educators, community members, etc.)

Project Staff (250 words max):

Please describe all individuals who will manage or facilitate the project, including

- List paid and unpaid staff, consultants, volunteers, etc.
- Provide position/title, qualifications, when appropriate, and describe which components of the project they will contribute to or complete
- Attach hourly rates or outside service quotes when appropriate

Project Rationale (250 words max):

Describe the specific Holocaust education needs fulfilled by this project. This may include details concerning the proposed audience; district or region served; expressed need from students, families, teachers, or administrators; projected outcome; and unique or innovative instructional content.

- The U.S. Holocaust Memorial Museum provides the guidelines for rationale and learning objectives: <https://www.ushmm.org/teach/fundamentals/rationale-learning-objectives>.

PROJECT EVALUATION

Describe the plan and method to be used to evaluate the effectiveness of the project from planning to implementation to post-event assessment, including:

- Method of data tracking to be used to collect quantitative information
- Method and analysis to be used for qualitative information, e.g., determining participant understanding of the project, its goals and content
- Identified plans for post-project follow-up

PROJECT COMPONENT	EVALUATION

Add additional lines as needed.

PROJECT TIMELINE

Please provide a proposed timeline including specific dates when project tasks will be accomplished from planning to post-event assessment and follow-up.

DATE(S)	ACTIVITIES

Add additional lines as needed.

PROJECT BUDGET

Provide a detailed explanation of all funds to be used to carry out the project.

- When applicable, provide quotes that include vendor, quantity, cost per item and shipping. *Sales tax will not be reimbursed for a 501c3 organization.*
- For payments to consultants or speakers, a justification must be included for each indicating their credentials and specific contribution to the project goals.
- Additional documentation may be attached as needed.

EXPENDITURE	QUANTITY	UNIT COST	SUBTOTAL
		TOTAL	

Add additional lines as needed.

APPLICANT CERTIFICATION

Signatures below certify that all application and project information herein are accurate and represent a reasonable estimate of future operations based on data available at the time of application. Further, there are no misrepresentations in the contents submitted in this application or attached supplemental documentation.

Organization Director or Authorized Representative:

Name: _____ Title: _____

Signature: _____ Date: _____

Project Manager:

Name: _____ Title: _____

Signature: _____ Date: _____

Person Completing Application (if other than above):

Name: _____ Title: _____

Signature: _____ Date: _____

APPLICATION CHECKLIST

The following must be completed and received by the Commissioner’s Task Force on Holocaust Education in a single packet. Incomplete applications will not be considered.

- Project Contact Information
- Project Narrative (Development, Staff, Rationale)
- Project Evaluation
- Project Timeline
- Project Budget
- Supplemental Documentation
- Application Certification and Signatures

All projects must align with the mission of the Commissioner’s Task Force on Holocaust Education, state academic standards for Holocaust education, and s. 1003.42(2)(g), F.S.

Additional Funding Request Deadline – Requests for additional funding for previously approved applications must be submitted 15 days prior to the start of the event or project.

APPLICATION SUBMISSION

Completed applications and supporting information must be submitted electronically to grants@tcc.fl.edu and copied (cc) to holocaustedufl@gmail.com.

Please name file attachments according to “HETF_Application_ *document name*”

IMPORTANT!

Invoice and Proof of Payment Deadline - All invoices and supporting documentation, including proof of payment, **must be submitted** no later than 30 days after the project completion or the end of the 2022-2023 state grant cycle, whichever is earlier.

Questions?

Please refer any questions to the Chair of the Task Force via email at <https://www.fldoe.org/holocausteducation/membership.stml>.