

## **COLUMBIA HOLOCAUST EDUCATION COMMISSION**

### **Procedure and Guidelines for Holocaust Education Proposals**

#### **Background**

Members of the Columbia community actively discussed the need to have a Holocaust monument in Columbia for 16 years. An official Columbia Holocaust Memorial Committee was established in 2000, and partnerships were formed with the City of Columbia, Fort Jackson, and the University of South Carolina. The Columbia Holocaust Memorial Monument was unveiled and dedicated on June 6, 2001, the 57th anniversary of D-Day. The Monument memorializes South Carolina Holocaust survivors, liberators, and those who perished.

#### **Columbia Holocaust Education Commission Mission Statement**

In an effort to inspire South Carolinians to remember and to learn from the Holocaust, and as a response to the creation of the Columbia Holocaust Memorial Monument, the Commission is dedicated to promoting awareness of the Monument and fostering Holocaust education throughout South Carolina.

#### **Eligible Applicants and Proposals**

The Commission will accept grant proposals from any South Carolina educator, including teachers, administrators, district or state offices, and college professors. Proposed activities must educate students and/or teachers in South Carolina and must take place during the current school year. Applicants are not limited in the types of activities they propose, as long as the proposal contains the required components (listed below). Examples of appropriate projects include workshops, field trips, symposia, convocations, conferences, curriculum, performances, publications, and exhibitions. Capital expenditures will not be funded.

#### **Proposal Contents**

All proposals must contain the components listed below and should not exceed three typed pages. Please attach your proposal document to the cover sheet provided.

- Applicant name and school (or other affiliation), with specific contact information for applicant and any collaborators and partners.
- The title of the project/activity
- Amount of money requested from Commission (may not exceed \$2,500)
- Number and age of students who will benefit from the project/activity and explanation of how they will benefit
- Proposed date(s) and location for the project/activity
- Needs assessment for the project/activity
- Goals and objectives for the project/activity
- A detailed explanation of the purpose of the project/activity, with special emphasis on how it relates to the Commission's mission.
- Description of the project/activity with detailed planning timeline

- An explanation of the long-term benefit of the project/activity
- Detailed budget, including specific line items and any in-kind contributions
- Letters of support from co-sponsors and/or other supporters, if applicable
- Plan for evaluation and final report.

### **Submitting Proposals**

Note: final evaluation reports must be submitted to the Executive Director at the Columbia Jewish Community Center by email at [ericas@jewishcolumbia.org](mailto:ericas@jewishcolumbia.org) or they can be sent to her on disc at the address listed in the Submitting Proposals section.

Please send five copies of your grant proposal to:

Executive Director Columbia Jewish Federation Katie and Irwin Kahn Jewish Community Center P O Box 23257 Gerry Sue and Norman Arnold Jewish Community Campus 306 Flora Drive Columbia SC 29224  
Phone 803 787 2023 Fax 803 462 1337 Web site [www.jewishcolumbia.org](http://www.jewishcolumbia.org)

### **Proposal Approval Process**

The Commission anticipates that approximately \$2,500 will be awarded in this grant program. Commissioners will notify applicants upon review on applications. Applicants may be asked to appear before the Commission during the review process if further clarification on the proposal is necessary.

### **Questions**

Please call the Executive Director at the Columbia Jewish Federation Office (803-787-2023 x201), or visit our website at [www.columbiaholocausteducation.org](http://www.columbiaholocausteducation.org) with any questions about proposals.