

## **District 100 Foundation for Excellence in Education Grant Application**

The District 100 *Foundation for Excellence in Education* consists of an independent board that has an account with the Trust Department of Midland Bank. This account funds a grant process for programs that enrich the educational opportunities for District 100 students; the selected applications provide programs that are not part of the district's regular operating budget. The *Foundation* grant process was not intended to fund programs that should be paid for out of tax revenues nor to fund programs not supported by school district policy.

Applications are due by the last working day of February, the recipients are announced in May, the programs are completed during the following school year, and an accounting of expenses is made to the *Foundation* prior to the next grant cycle. The *Foundation* reviews this accounting which includes an evaluation of the completed project, issues a "Report to the Community" and authorizes reimbursement of the expended funds to the District.

Eligible applicants include members of the District 100 staff as well as local community organizations who partner with the school district. Applications may be fully-funded, partially-funded, and occasionally may be privately funded.

Funding guidelines and examples of initiatives:

- Artists in residence or visiting artist programs including authors, artists, performers, scientists, technologists and craftsmen.
- Special programs/activities for parents, students and community on focused topics with recognized speakers and resources.
- Programs and activities for student enrichment including after-school and summer opportunities in science, writing, the arts and vocational areas.
- Seminars, workshop, and opportunities for staff which will enhance the art of creative teaching and instructional technologies.
- Programs and activities which promote studies of and create or foster an awareness and concern for environmental, community and societal issues.
- Programs and activities aimed at fostering the understanding and sharing of multi-cultural experiences.

All grade levels and curricular areas will be considered. All grant applications will be reviewed by the *Foundation Board of Directors* in the context of the philosophy of the *Foundation*.

Selection criteria includes but is not limited to the following:

- Innovative design of the program
- Number of students benefited by the program
- Diversity of students benefited by the program
- Positive, continuing benefits of the program

\*The Board will not fund program expenses that include the purchase of food or reward items.

\*The Board will not fund program expenses for equipment that will be utilized for purposes beyond the initiative identified in the proposal nor for equipment that is not accepted according to District 100 policies and philosophy.

Other:

- Please limit the application to 3 pages including a program description, goals, evaluation methods, and a specific budget. The completed and signed cover sheet must accompany your application.
- Questions concerning the application process should be directed to Kristine Vandebroek in the District 100 Central Office.
- Grant recipients and non-recipients will be notified by school mail prior to the last day of student attendance. All funded projects must be completed prior to April 30<sup>th</sup> of the grant year.
- Submit accounting documents to Greg Brown in Central Office.
- A representative from each grant will be asked to give a 5-minute presentation to the *Foundation* board outlining the impact of the program. This is scheduled during our May meeting at Central Office.
- The District 100 *Foundation for Excellence in Education* requests acknowledgement as a funding source. When applicable, the source of private funding will be provided to the recipient of the grant.



Be specific but note that the entire proposal is limited to 3 pages.

- Describe the program including grade level focus and the number of students who will benefit.
- Describe how the program will enrich or enhance educational opportunities.
- How does the proposed program or activity differ from current offerings?
- Project date (estimated beginning and ending dates).
- How will the effectiveness of this proposal be assessed?
- Indicate how the evaluation will be presented to the *Foundation Board*.

Provide details for #7. \**Budget*

1. List materials, supplies, equipment and the costs. Equipment must be compatible with school policy. Food and reward items are not funded.
2. List fees/costs (e.g. artists, authors, consultants, rentals, etc.)
3. Compute total budget required to complete the proposal.
4. What funds are available to supplement the proposal? (e.g. other grants, PTO, etc.)
5. Compute total amount requested from the *Foundation*?
6. Not all projects are fully-funded. Please indicate whether partial funding is a viable option. In other words, how would you scale back the proposed project?