



## IMPACT GRANT PROGRAM SPECIFICATIONS

### **I. FUNDING CRITERIA**

In keeping with its philosophy, the Foundation will select those programs, activities, and purchases which will enhance and support educational opportunities for the students in District 200.

A. Foundation funds will be appropriated for initiatives such as:

- \* student enrichment programs and activities, including recognized after-school and artist in residence and visiting artist programs, including authors, performers, artists, scientists and other outside speakers;
- \* special programs and activities for parents, students and community with recognized speakers and resources;
- \* opportunities for children to explore environmental, community and societal topics;
- \* field trips to cultural sites;
- \* programs and activities aimed at fostering understanding and sharing of multi-cultural experiences;
- \* support of district-sponsored academic pilot programs.

B. Foundation will not fund:

- \* District 200 staff salaries
- \* purchase of textbooks that are part of regular curriculum
- \* t-shirts, uniforms, incentive merchandise
- \* professional development coursework for staff
- \* food items required as part of the instructional program
- \* common classroom furniture
- \* computer hardware

C. Foundation funds will only support programs, activities and purchases which are not part of the district's regular operating budget.

D. The goal of the Foundation will be to fully fund as many grants as possible that meet the Foundation Funding Criteria.

E. All grade levels and curriculum areas will be considered.

F. All funds not used at the end of the grant cycle must be returned to the Foundation.

- G. Repeat funding for the same grant project will only be considered for a total of three years. Grants re-submitted beyond the three-year limit will not be considered. This applies to grants awarded beginning in 2017.

## **II. PROCEDURE FOR REQUESTS**

- A. Requests may be initiated by school personnel, faculty, and administrative personnel.
- B. Complete application submission information is available on the foundation's website: <http://www.d200edfoundation.org/impactgrants.html>
- C. **Grants must be submitted by 5:00 p.m. on September 6, 2019**

## **III. SELECTION PROCEDURE**

- A. The chairperson of the Education Foundation will appoint a selection committee (Selection and Awards Committee), consisting of up to five board members.
- B. A District representative will be included as resource person when reviewing proposals for funding.
- C. The Foundation board members will annually approve a budget which establishes funds available for distribution. The 2019/20 designated amount is \$35,000. An additional \$2,500 may be awarded to a grant project that benefits an entire school. Total monies available: \$37,500.
- D. All requests will be reviewed for compliance with philosophy, goals, objectives, and criteria outlined in Sections I, II, IV.
- D. The Selection and Awards Committee will recommend proposals for funding to the Board of Trustees of the Foundation who will, by majority vote, make final selections.
- E. The Foundation is not obliged to explain request denials, but may honor such requests at the discretion of the Selection and Awards Committee.

## **IV. SELECTION CRITERIA**

All grade levels and curriculum areas will be considered. All requests will be reviewed by the Selection and Awards Committee in the context of the philosophy, goals and objectives of the Foundation.

The following criteria will guide deliberations regarding requests, but these criteria will not necessarily be the only criteria used to make the final selection and decision.

- \* number of students benefited
- \* benefits to a diverse student group
- \* inability of existing programs to provide the requested program or activity

- \* positive, continuing benefits
- \* degree to which the program is innovative and promotes technical enhancement in education

## **V. APPROPRIATION PROCEDURES**

The Board of Trustees will appropriate funds for approved projects and initiatives in one of the following ways:

- A. Approved projects that can and will be fully funded in one year will be designated by the Foundation Board. The District 200 Education Foundation will submit a check payable to the WCUSD 200 Activity Fund for such funds. The District 200 Activity Fund will include separate accounts for each funded project, and provide accountability for all payments from each project account as requested by the Foundation.
- B. Approved projects that cannot or will not be funded in one fiscal year will be designated by Foundation Board resolution. The resolution will designate the schedule of payments for funding the approved projects for two or more consecutive fiscal years.
- C. The role of District 200 is to process payment requests and provide reports as requested by the Foundation. It is not the role of the District 200 Activity Fund Treasurer to evaluate the expenditures or determine if they are within the scope of the grant.

## **VI. ACKNOWLEDGEMENT OF GRANT**

- A. The District 200 Education Foundation shall be recognized by name (D200 Education Foundation or District 200 Education Foundation) as donor/sponsor on all written materials used in the funded project and in all publicity that relates to the funded project or program.
- B. Social media mentions of the grant project will include recognition of the District 200 Education Foundation as donor/sponsor. Whenever possible the Foundation's social media accounts should be tagged: Twitter - @d200edfound and Facebook - <https://www.facebook.com/D200EducationFoundation/>
- C. Grant recipients will notify the Foundation Board when their grant project is complete and provide photographs or written acknowledgement of the successful project. Photographs will be used to publicize the District 200 Education Foundation in fundraising efforts to ensure the growth of the Impact Grant program.