

Durand Area Schools Educational Foundation Mini Grant Proposal Overview

Durand Area Schools Educational Foundation will grant funds for projects that foster innovative practices that impact learning and skill development for students in the Durand district.

It is not the intent of the Foundation to provide funding for programs, activities and supplies typically funded by the district with public funds. The Foundation does not plan to take the place of parent and booster groups; however it is willing to work collaboratively with groups that are or may be established within the district as long as Foundation Guidelines are followed.

The Foundation will consider grants that include professional development, transportation or guest speakers if the proposed outcomes could not be accomplished without such services. If applicants are not employed by Durand Area Schools, an employee of Durand Area Schools must agree to be responsible for following the grant guidelines.

Mini grants will be given for selected projects or activities that do not exceed one school year in duration. The recommended maximum for mini grant requests is \$300.00. The Foundation may award at its discretion an amount greater than or less than the amount requested.

Responsibilities of the Foundation:

Development and periodic review of applications and grant proposal guidelines

Development and periodic review of criteria for grant selection

Creation of a grant selection committee

Authority to alter grant guidelines based on funding availability or other issues

Notification to all applicants of grants selected or rejected for funding

Authority to withhold funds or recover funds that are not used as designated

Authority to revoke grants that do not comply with established requirements

Responsibilities of the grantee:

To designate one employee of Durand Area Schools who will be responsible for meeting grant requirements.

To clearly state outcomes for proposed projects

To explain how expected outcomes will be measured

To state number of students who will be impacted by the grant

To provide a budget for requested funds

To provide a timeline for proposed projects and the use of funds

To complete the project and provide a written summary and evaluation within the required timeline

To collaborate with the district and the Foundation to showcase and publicize the grant and funded projects

To submit purchase orders and receipts as required by policy of Durand Area Schools

To use funds only for designated purposes

To return any unused funds to the Foundation