

Greenville Educational Enrichment Foundation

2019 Educational Grant Schedule

Electronic Version sent out – December 14, 2018 – GISD ALL email

Friday, March 15, 2019 - Noon: Deadline

April 2019: Grant Recipients Announced

Foundation Grant Requirements & Rules

- Grant projects must present an innovative, creative approach to either an identified student need within the established Greenville ISD curriculum framework or be a student-based project.
- Projects must be measurable, have an evaluation component, and demonstrate potential for a measurable impact on student achievement. Grant proposals should support district or campus goals.
- We will not fund grants that have a yearly subscription. We also will not fund grants for incentives or rewards, assemblies, or programs.
- Grant proposals may be submitted by any Greenville ISD employee or campus/department and **must be approved by their principal or supervisor prior to submission.**
- Grant recipients must provide an end of year report giving an evaluation of the project and assist the Foundation in documenting the project by providing photos and other information as needed for publicity. Grant recipients must also share successful procedures with fellow staff and be willing to work with the Foundation in acknowledging support of Foundation donors.**
- Grant activities and purchases will be closed by November 1, 2019
- Grant proposals will be considered according to all EEOC guidelines of non-discrimination.
- Grant funds will be dispersed by the Foundation. Grant purchases will be made by GEEF.
- Products purchased with grant funds become the property of the district and campus of the grant submission.**
- Grant proposals are evaluated by the Foundation Board of Directors and members of the Greenville ISD Administration; final approval will be made by the Foundation Board of Directors. The Foundation reserves the right to fund all or part of the grant.
- Any money not used by **November 1, 2019** or not used for the proposed project will return to foundation funds.
- Submit THREE copies of your principal/supervisor signed & approved application to Amy Wade @ Wesley Martin Administration Building in person OR via inter office mail. No late entries will be accepted.**

Greenville Educational Enrichment Foundation

2019 Educational Grant Application
Deadline: Friday, March 15 @ Noon

Project Title:

Grant Synopsis (5 words or less):

Submitted by:

List name of all applicants associated with this grant application:

- 1.
- 2.
- 3.
- 4.
- 5.

Campus or Department:

Grade Level(s) or Department:

Subject(s), if applicable:

Number of students who would be involved/impacted by grant:

Name of principal or supervisor who approved submission:

Description of how the project will be conducted. (Tell us what you want to do.)

Rationale: (Tell us why this is important and how it will impact the students it will serve.)

Project Evaluation: (How will you know if your project succeeds?)

Project Timeline: (Tell us the estimated timing of the project.)

Identify any school-community partners involved in the project and their respective role(s):

Description of Budget Items

BUDGET AMOUNT

**Please attach an itemized cost analysis of how the funds would be used. Please use the attached forms for this section.*

TOTAL AMOUNT REQUESTED: _____

(Max \$1000 for individual or \$5000 for campus/department or group project)

Please note: If this grant contains a technology component, all bids must go through the Technology Department Help Desk to insure accuracy and compatibility with GISD's existing technology. You can obtain a quote through Eduphoria Help Desk by indicating what you need and including that this is for a GEEF grant in the initial request. If the request is approved, a quote will be attached to your open ticket, and should be included with your grant application. If you have any questions about this process, you may contact Christa at the Help Desk @ 903-408-4447.

Submit application to your principal for approval

Send three copies of the approved & signed grant application to:

Amy Wade at Wesley Martin Administration Building.

Please direct any questions to Amy Wade @ 903-408-4427 or wadea@greenvilleisd.com

Please read prior to filling out information on purchase order page

- You may utilize an approved GISD vendor or you may order from a source not on the vendor list. GEEF will be doing all the direct ordering of items. You must use a GISD vendor for all technology purchases.
- Do not use sale prices, if necessary, call your vendor directly and ask for the educator price of the item when not on sale.
- Please be aware of shipping costs and figure them in to the final grant totals when completing your purchase order. You may find your item online through sources that offer free shipping. If you do not, please call and get a shipping quote for your item.
- If there is a designated contact or a name of a business representative that we will need to contact when ordering, please make sure you have that name on your purchase order form.

Items will be delivered to the GISD campus designated on the purchase order form. You will get an email when your items have been ordered. Please make your front office aware of the grant items being delivered so you can be notified upon their arrival. All grant items will be ordered in the teacher's name on the grant purchase order form.

Please note: If the teacher receiving the grant leaves the district, the grant becomes null. If a teacher leaves a campus and goes to another campus, the grant items must stay on the original grant application campus.

Please send any questions regarding this grant application to: wadea@greenvilleisd.com. She will forward that email to the GEEF Foundation Grant Committee.

