



D300 Foundation Innovation Grant Application Instructions for 2019-2020 School Year

Thank you for your interest in the Innovation Grant Program. The D300 Foundation for Educational Excellence's mission is to enhance, enrich and extend learning opportunities for all D300 students. The Innovation Grant Program is made possible through funds donated to the District 300 Foundation for Educational Excellence.

The D300 Foundation supports programs that meet the mission of the Foundation and support District 300 curriculum and state standards in education. Innovative grant applications should be unique and cannot exceed \$1,000. Grant requests should address needs in one of the following categories:

Literacy Performing and Fine Arts Science & Technology Student Leadership.

The Innovation Grant Application Form is available online at www.d300foundation.org. Innovation Grant applications will be accepted until **February 1st, 2019.**

Guidelines:

- All grant requests should be for a unique program within District 300.
- Grants will not be awarded for computers. (iPads, Laptops, Chromebooks, Tablets, E-readers, etc.)
- Foundation funds cannot be used for transportation, teacher's stipends, or food.
 - Grants which include these, must submit a letter of commitment with the grant application from the vendor or source providing the transportation, stipends and/or food.
- Please be specific and provide details to assist with the evaluation of your application.
- Do not assume that evaluators are district personnel, and do not use acronyms without explaining their meaning.
- Attach a document showing the items being purchased and include all web links. Purchases must be through approved District 300 vendors.
- **ALL** Innovation Grant applications ***require your building principal's approval.*** This approval ensures that the appropriate administrative personnel are aware of and support your grant submission. This is not an indication of approval or non-approval of your Innovation Grant application.

Technology requests:

- Does your grant idea involve the use of technology within the classroom?
- Does your grant idea include the purchase of computer software or Apps?
- Does your grant idea include the purchase of hardware components requiring an interface to a computer? (ie: digital cameras, digital microscopes, robots, etc.)
- If you answered yes to any of the previous questions, you will need to email your project description to Anne Pasco (anne.pasco@d300.org) and receive her approval **PRIOR** to submitting your grant application to the Foundation.

Innovation Grant Application Instructions (cont.)

Completed applications will be reviewed by the D300 Foundation Projects Committee, including representatives from the D300 Superintendent's Curriculum and Technology departments. *All grant applicants will receive notification mid-March 2019 of the status of their application.*

Grant funds will be available in May 2019, and must be expended by April 20th, 2020.

At the conclusion of your project, you will be **required** to submit an evaluation report including pictures of your grant project. This evaluation report is reviewed by Foundation and CUSD300 Administrators. The D300 Foundation must be credited on all project materials, publicity, signage, etc. Suggested credit line: "X was made possible by a grant from the D300 Foundation for Educational Excellence". Also, your name(s) may be used for publicity purposes.

If you have questions regarding this process, please call Patricia Ehmann at (847) 551.8475.

We look forward to many innovative ideas!

Submission deadline is Friday, February 1st, 2019