Millstone Township Foundation for Educational Excellence

Grant Workshop

Spring Grant Cycle

Deadline to submit a grant application is **noon on April 1, 2022**.

The deadline for the completed grant applications to be submitted to the **principal for approval is March 25th**.

Submit applications in **MTFEE's mailbox** in the main office of your school.

Please note: staff can submit multiple grant applications per cycle.

Grant Award History

➢ *Grant Total 2018-19:* $36,629.19

➢ *Grant Total 2017-18:* $30,285.15

➢ *Grant Total 2016-17:* $ 6,587.91

➢ *Grant Total 2015-16:* $19,831.67

➢ *Grant Total 2014-15:* $40,496.00

➢ *Grant Total 2013-14:* $44,886.00

We Need Your Help

❖ ***MTFEE currently has more than $30 K to award.***
Plus the funds from our 2021 fundraisers - 180 Day Club, Holiday Bags, and Prom Night.

❖ How can we help you submit grant applications for _new and innovative_ classroom programs, educational opportunities for students, staff development, and state-of-the-art teaching materials that are _beyond the scope of the general school budget_?

Before Starting Your Grant Application…

- Run your grant idea by the school principal.

- This will save time and ensure that your idea is not covered under another budget, etc.

Grant Review Process

❖ Responsibility to donors to approve innovative grant applications.

❖ Rigorous grant review process, that is not subjective.

❖ Have a "grant committee" that utilizes a grading system, similar to a rubric that the teachers use, to fairly evaluate the applications.

❖ After committee members have an opportunity to review them individually, they come together as a group to discuss them.

❖ Meet with superintendent and curriculum, as well as technology – when applicable.

❖ Committee presents their recommendations to the entire MTFEE board of trustees for final approval.

What Types of Grants Can MTFEE Fund?

❖ Grant that shows a <u>clear benefit</u> to Millstone Township students' education.

❖ Grant that is <u>not currently being implemented</u>.

❖ Grant that is beyond the scope of the general budget, which depends on the budget for any given year. It should be something that is <u>not currently covered under the BOE budget</u>. *MTFEE does not supplement the district budget*.

❖ Grant <u>cost that is reasonable</u> for the scope of the project and number of students that will benefit.

❖ There is <u>no other funding available</u> (i.e. state or federal, etc.) for that grant.

Past Grant Awards

- Flexible Seating Classrooms
- Book Rooms
- Learning Lab
- STEAM Enrichment Programs
- Fitness Equipment
- Makerbot 3D computers and software
- Staff Development from Leading Educational Institutions
- Innovative Pilot Programs
- Author & Other Educational Visits
- iPad Mobile Labs
- Smart Boards
- Author & Other Educational Visits
- iPad Mobile Labs
- Smart Boards
- Rock Climbing Wall
- Booktalk
- WeatherNet Weather Station
- The Virtual Zoo
- Insects in Amber Mobile Museum
- Presidential Book and Audio Visual Library
- Bumper Bowling
- Lego Wall
- Outdoor Classrooms

Grant Proposal Checklist

- ❖ *Be sure to check it out on MTFEE's website…*
- ❖ Am I submitting the application by the deadline?
- ❖ Does it contain all of the appropriate signatures, including technology (if applicable)?
- ❖ Are all sections filled out completely?
- ❖ Are the implementation details clearly defined?
- ❖ Are the objectives clearly and concisely defined?
- ❖ Is the budget plainly defined?
- ❖ Does the proposal submission contain the appropriate back-up documentation about the program and budget details?
- ❖ Is the proposal timeline clearly laid out?
- ❖ Is the method for evaluating the proposal effectiveness detailed enough?
- ❖ Does the grant show a clear benefit to Millstone Township students' education?
- ❖ Is the grant I am proposing currently being done?
- ❖ Is the grant beyond the scope of the general budget?
- ❖ Is there other funding available through other sources, including the general school budget?
- ❖ Is the cost reasonable for the scope of the project and for the number of students that will benefit?

Approved Grant Application:

- Was submitted <u>on time</u>.
- Contained all of the <u>appropriate signatures</u> – principal, all teachers in grade for grade level grants, technology, etc.
- All sections <u>were completed</u>.
- Objectives were <u>clearly</u> and <u>concisely</u> defined.
- Implementation details were <u>clearly defined</u>.
- Budget was <u>detailed.</u>
- Contained <u>back-up documentation</u> about the program and budget details.
- Proposal timeline was <u>clearly laid out</u>.
- Method for evaluating proposal effectiveness <u>was detailed</u>.
- Showed a clear <u>benefit</u> to Millstone Township students' education.
- Was <u>not currently being done</u>.
- Was <u>beyond the scope of the general budget,</u> which depends on the budget for any given year.
- <u>No other funding</u> was available through other sources, including the general school budget.
- <u>Cost was reasonable</u> for the scope of the project, to meet the objectives, as well as for the number of students that will benefit.

Grant Awards – How They Work

❖ Grants are awarded once a school year in the spring.

❖ It's a surprise! The "grant patrol" surprises those staff members with balloons, big check and cow bells.

❖ Staff who <u>do</u> receive a grant award, also get a letter with next steps.

❖ Staff who <u>do not</u> have grant application approved, receive a letter from MTFEE. They can re-submit next grant cycle.

In closing

❖ MTFEE trustees work hard to fundraise and **want** to approve as many grant applications as possible, as that's our mission – without compromising our system or quality of what is approved.

❖ Go to "Grants" section at www.mtfee.org for helpful information – Checklist, Sample Grant Application, FAQs, etc.

❖ Send any questions to MillstoneMTFEE@gmail.com throughout process.

❖ Questions?

❖ *We look forward to receiving your grant applications!*