



**MTFEE**

*Millstone Township  
Foundation for Educational Excellence*

*Devoted to funding grants for items  
that nurture extraordinary educational experiences  
for every student in Millstone Township Public Schools*

## **MTFEE Grant Process Most FAQs & Helpful Tips**

**Q: What types of grants can MTFEE fund?**

**A:** Following are some guidelines:

- Grant that shows a clear benefit to Millstone Township students' education.
- Grant that is not currently being done.
- 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 not covered under the BOE budget. MTFEE does not supplement the district budget.
- Grant cost that is reasonable for the scope of the project and number of students that will benefit.
- There is no other funding available (i.e. state grants, corporate grants, etc.) for that grant.

**Q: What should be kept in mind when completing a grant application?**

- A:**
- 1) How will this grant benefit education for the students?
  - 2) Is the grant cost reasonable for the scope of the project?

**Q: What is MTFEE's grant review process?**

**A:** MTFEE has a rigorous grant review process. The grant committee 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 before their recommendations are presented to the entire MTFEE board of trustees for final approval.

**Q: What are some reasons grant proposals are not approved?**

**A:** Following are some reasons that grant proposals are not approved:

- Proposal is handed in after the deadline.
- Proposal is missing signature(s).
- Proposal is incomplete.
- Proposal objectives are not clearly defined and missing important details.
- Implementation details are not clearly defined.
- Proposal budget is not clearly defined.
- Other options are available that are less costly, but offer the same benefit to students.
- Proposal cost is not reasonable to meet the objectives.
- There is funding available through other sources including the general school budget.