



## **Campus Grant Description and Criteria**

### **Purpose**

The Pflugerville Education Foundation (PEF) is offering all PfISD campus principals and assistant principals the opportunity to apply for grants for innovative programs or projects to support higher levels of student learning. The purpose of this grant is to enhance, promote and augment campus instruction in areas not routinely allocated in regular budgetary funds or not eligible for reimbursement from other sources.

### **Eligible Proposals**

Grants must be submitted by **PfISD campus principals or assistant principals** to enhance all campus students, and support the Campus and District Action Plan. Campus grants are awarded for a period of one (1) year only. All projects must be completed within that year. Only submit one application per campus. The Board may consider partial funding of a grant request.

### **Ineligible Proposals**

Teachers, counselors, district administrators, or educational support groups (such as PTOs and booster organizations) are not eligible. Campuses may not reapply for grants that have previously been awarded funds for a program or project from the Foundation. PEF funds are not available for personnel costs, professional development or travel.

### **Required Selection Criteria**

1. Displays innovative/creative educational ideas and programs.
2. Enriches or enhances existing educational programs.
3. Provides for life-long learning opportunities for all students.
4. Consistent with curriculum goals and supports the Campus and District Action Plan, where applicable.
5. Includes clearly defined goals, activities, and outcomes.
6. Fosters community relationships.
7. Impacts a significant number of students.
8. Falls outside the regular school budgeting process.

### **Note:**

Student transportation is typically not funded, but is reviewed and considered depending on the degree of necessity to the implementation of the grant.

### **Award of Funds**

Grant is for funding up to \$10,000.00

### **Submission Deadlines**

The completed application must be submitted in **WORD** format via email to PEF@pfisd.net by midnight on **August 1, 2018**. Applications submitted after this deadline will not be accepted.

### **Implementation Date**

Grants awarded must be implemented during the fall semester of 2018-19.

**Technology-Based Grants** (e.g. iPads, computers, iPods, software, etc.) Must submit the Technology Approval Form to Technology.

Grant applications requesting any supplies or items regarding technology must have a Technology Quote and Technology Approval Form included with the application.

Please be as specific as possible when making your request, e.g. "iPad mini's or airs including apps, cases and charging stations."

Once you have received your quote, submit it along with your technology approval form to the Technology Department for approval. Please do not wait until the last minute to get a quote and an approval. Deadline for submission to technology is **July 29, 2018**.

### **Selection Process**

The Grant Review Committee is made up of three members of the PEF Board of Directors, one community member and the PfISD Assistant Superintendent of Curriculum & Instruction and/or a designee. The Foundation Executive Director will serve on the committee as an advisor. The Grant Committee Chair (Vice President of Programs) conducts an initial check of each application to ensure they meet criteria. Applications will be reviewed and commented on through a blind review for recommendation. The PEF Grant Review Committee's recommendation will be submitted to the Foundation Board of Directors for approval.

### **Grant Recipient Responsibilities**

1. Use the awards for the purposes intended.
2. Fully implement the project and submit a final evaluation report to PEF at the completion of the project but no later than June 15, 2019.
3. Ensure that all funds are utilized as intended by grant budget proposal by February 29, 2019.
4. Agree to share successful grant procedures during the April 2019 PEF board meeting.
5. Agree to schedule a site visit for PEF to measure program effectiveness.
6. Communicate and include PEF on all activities and publicity related to the grant; including but not limited to marketing, social media and public events.