



# Central Education Foundation

301 Central Education Foundation

Thank you for taking the time to complete this application. All applications are due to building principals no later than:

**3:30<sup>PM</sup> Friday March 20, 2009**

You may either:

- Print this form, complete it and turn it in to your building principal. Or Pam Israelson at the district office. OR
- Save a copy of this form as a local file, complete it electronically, print it and turn the hard copy in to your building principal or Pam Israelson at the district office.

Questions? Contact Rich Perry at [www.rperry@burlington.k12.il.us](http://www.rperry@burlington.k12.il.us)  
Or Kevin Gannon at [www.gannonpeggy@aol.com](http://www.gannonpeggy@aol.com)



## CENTRAL EDUCATION FOUNDATION

### Policy for Requests, Selection and Disbursement of Funds

#### I. WHAT WILL BE FUNDED?

In keeping with the philosophy and goals of the Central Education Foundation, the foundation will select programs, activities, and purchases which will enhance, enrich, and support educational opportunities for students within the Central Community School District 301 schools.

#### II. PROCEDURES FOR REQUESTS

- a. Requests may be submitted by any certificated staff member employed by Central Community Unit School District 301.
- b. Requests shall be submitted by **3:30<sup>PM</sup> Friday, March 20, 2009.**
- c. Determination and distribution of funds will be completed prior to spring break of the current academic year.
- d. Mini-grant recipients may be asked to provide a written evaluation of their completed project within one year of the grant's implementation.

#### III. SELECTION PROCESS

- a. The Central Education Foundation Project Search Committee will review all requests for compliance with the goals, objectives, criteria and timelines as outlined.
- b. The Project Search Committee will submit to the Central Education Foundation Board a list of submitted proposals with recommendations regarding funding. Final selection will be approved by the Central Education Foundation Board in whole.

- c. All requests will be acknowledged, and all applicants will receive notice of the decisions.

#### IV. SELECTION CRITERIA

All requests will be reviewed by the Central Education Foundation Project Search Committee within the context of the philosophy, goals and objectives of the Central Education Foundation. The Project Search Committee will use the following criteria to guide deliberations regarding requests:

- a. All grade levels and curricular areas will be considered.
- b. Central Education Foundation grants will fund programs, activities, and purchases that were not funded within the District's regular operating budget.
- c. Central Education Foundation grants will **not** be appropriated for salary stipends, the purchase of regular curriculum textbooks, or the purchase of general operating supplies.
- d. Number of students to benefit from the request.
- e. Diversity of student population to be served by the proposal.
- f. Alignment with the Central Community Unit School District 301 goals and mission.
- g. Inability of existing programs to meet the identified need(s).
- h. Positive, on-going benefits occurring after the initial program expense.
- i. Central Education Foundation grants will be appropriated for, but not limited to, initiatives such as:
  - i. Computer assisted instruction for specified subject area(s).
  - ii. Student enrichment projects which include before or after regular school hours and/or vacation or summer time programs.
  - iii. Modernization, improvement or upgrading of technology, materials, instruments, etc. not available through other funding resources.
  - iv. Initiatives in current "best practices," improvement of instruction, "hot topics" within education, etc. not accessible through other funding resources.



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## **COVER SHEET**

(Applications must be legible. Applicants may click directly on this application and type the information.)

**Grant Request Title:** \_\_\_\_\_ **Applicant(s):** \_\_\_\_\_

**School(s):** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

To be completed by receiving building principal or Pam Israelson at the district office

**Date received:** \_\_\_\_\_ **Time Received:** \_\_\_\_\_

**Building Principal's or Pam Israelson's Signature:** \_\_\_\_\_

**Central Education Foundation Project Search Committee Comments:**





