



Educator Grant Guidelines

Description	Educator Grants provide District 181 staff members the funding to put their ideas for enhancing the educational experience of District 181 students into action.
Purpose	To encourage innovation and creativity, and to provide individual educators the opportunity to try out new ideas without risking tax dollars.
Who May Apply	Any District 181 certified staff member or administrator may apply.
Characteristics of a Successful Grant	<p>It funds an educational opportunity/tool that is currently not available in District 181 and will be pilot for other educators to learn from.</p> <p style="text-align: center;">AND/OR</p> <p>It provides a resource that will be available and immediately used in multiple schools throughout the District.</p>
Funding Levels	<p>Greater funding will be available for grants that support the District’s current year strategic priorities. For the 2023-24 school year these priorities are:</p> <ul style="list-style-type: none"> • Writing curriculum and resource implementation for grades K-5 • Foundational skill development in phonics, phonemic awareness, oracy, fluency, comprehension, & vocabulary Prek-2 • Science pilot - selection of materials with a hands on and inquiry based approach K-8 • Social emotional development and learning Prek-8 • Full-day kindergarten planning - academic programming with integrated play-based activities
Maximum Award:	<ul style="list-style-type: none"> • \$5000 for grants that impact multiple schools and support the current year strategic goals • \$2500 for grants that are pilots for one school and support the current year strategic goals • \$2000 for grants that impact multiple schools, but do not support current year strategic goals • \$1000 for grant that are pilots at one school, but do not support current year strategic goals
Funding Uses:	<p>Grants may be used to fund any combination of the following: equipment, materials, software, hardware, and stipends. All purchases must be compatible with the District’s equipment, facilities and technology infrastructure.</p> <p>Grants may be part of a larger project. If that is the case, then the following criteria also must be met:</p> <ul style="list-style-type: none"> • The funding for the larger project must be in place before Foundation funds are released. • The portion funded by the Foundation must be clearly defined and have the characteristics of a successful Teacher Creativity Grant.

Stipends:	<p>Stipend Rate: \$40/hour</p> <p>Stipends will be paid for hours spent outside of the school day to plan, design and implement the proposal. The entire cost of the grant, including stipends may not exceed the maximums set for each grant category.</p> <p>To receive the stipend payment, an educator must submit a stipend request form and a W-9 form to the Foundation. These forms can be downloaded from the Foundation's website. The amount paid for a stipend will not exceed the amount estimated in the approved grant.</p>
Equipment, Software, Hardware and Materials:	<p>All technology-related purchases must be coordinated with the District 181 Director of Technology. All invoices or receipts for other materials and equipment should be submitted to the District 181 Business Office using a District 181 purchase order. Complete instructions will be provided when the grant is approved.</p>
Application Process	<ol style="list-style-type: none"> 1. Submit a short letter of Inquiry (LOI) to the District 181 Foundation that describes the proposal. (Maximum length 150 words). Form found on d181foundation.org 2. A Foundation representative will contact the applicant to discuss the idea and to confirm that the idea meets all the Foundation's criteria for a successful grant and that funding is available. 3. Submit the grant application, which is a Google Form that can be updated and submitted when complete. The link for the application will be emailed when the LOI is accepted.
Application Deadline	<p>Grant applications are accepted any time. Applicants will be notified about acceptance of the grant application within three weeks of receipt.</p>
Funding Priority	<p>Accepted grants are funded in the order they are received until budgeted funds for the year have been spent. Funding levels are determined by how well the proposal fits the District 181 current year strategic goals and the number of schools involved with the proposal.</p>
Funding Requests that will not be granted.	<p>Educator Grants may not be used to fund the following:</p> <ul style="list-style-type: none"> • Replacement or upgrade of an existing piece of equipment or software. • Replacement of the existing facilities. • One-time programs provided by outside vendors that happen during the school day and are available only to one school's students. • Extracurricular Activities
Reporting Requirements	<ul style="list-style-type: none"> • Grant recipients will report their results to the Foundation by completing the evaluation form and, if requested, presenting results at a Foundation Board Meeting. • Evaluation Forms must be submitted before the end of the school year in which the grant funds are used. • Please submit pictures with the evaluation. All pictures including students should be of students who are approved by the District for photo release. • All grant recipients will be honored at the Foundation's Recognition Reception in May.
Questions	<p>If you have any questions, please contact the Foundation by emailing teachergrants@d181foundation.org</p>