

TEF Operating Policy

Primary Goals:

Provide funds that will:

Enhance, but not be a replacement of school funds, in order to improve the overall student experience in Trenton public schools.

Encourage and promote Trenton schools staff to bring new ideas and concepts to the TEF for grant funding with the focus being to enhance student educational experiences.

Endow the TEF to continue to fund those things that the school don't provide , i.e. scholarships of all types.

Budget/Expenditures:

Scholarships:

The TEF will use up to 20% of total undesignated revenue from the prior fiscal year plus endowment income, as allocated by the Board, to fund scholarships. Efforts should be made to encourage outside donations toward the goal of specifically funding scholarships.

Grants:

The TEF will use up to 60% of total undesignated revenue from the prior year to fund grants using the following grant types:

Teacher/Staff Grants (funded by TEF only) must not exceed \$3000 per grant. This grant cycle will be at the beginning of the school year only.

Collaborative Grants over \$3000 will require other partners, which could include the school district and/or other outside parties. Other financial partners must cover not less than 40% of the total expenses of the grant. These grants can be submitted anytime during the school year.

Mini-Grants for Teacher/Staff: These Grants can be up to \$1000 and will be accepted November – January.

New Teacher Grants are available to new employed teachers.

Endowment:

The TEF will use 10% of the total revenue from the prior fiscal year to grow the endowment fund principal balance.

Operating Funds:

The TEF will use up to 10% of the total undesignated revenue from the prior fiscal year for regular operating expenses.

Adapted: July 2019, revised August 2023