



## What is the Founders Grant?

Thompson Education Foundation (TEF) is making Founders Grants available to Thompson School District (TSD) schools. Founders Grants are for any student-centered experience, as long as the resources directly benefit or serve TSD students. Applications are available beginning October 1 for the current school year.

### **Population served:**

Founders Grants must serve TSD students – not parents, volunteers, school staff or non-TSD students.

### **Grant size:**

Grant requests **up to \$2,000** will be considered. Grants will be issued to schools, not individuals.

TEF will consider grant requests **exceeding \$2,000** on a very limited basis and only if the request shows the applicant has raised two-thirds of the overall cost for the specified project. Please contact TEF for further details on these types of grants before submitting your application.

### **What we do not fund:**

- Grants to individuals
- Teacher relicensure
- Food and entertainment
- Reimbursement for a project that has been completed or is currently covered under the school's budget
- School fundraising events (fun runs, bake sales, silent auctions, etc.)
- Sponsorship of school fundraising events (table purchases, centerpieces, decorations, etc.)

## How can I apply?

Applications are available **beginning October 1** for the current school year. Applications will be available throughout the school year. Due to limited funding, grant applications are reviewed and funds are disbursed on a first-come, first-served basis. The amount of funds available may vary from year to year.

Applications for the Founders Grant are located online at [www.thetef.org](http://www.thetef.org). Click on the Founders Grant Application link and save the pdf application form to your desktop. When you complete your application, save it and submit it as an attachment via e-mail to Debbie Wright ([debbiew@thetef.org](mailto:debbiew@thetef.org)). TEF will only accept applications through e-mail. We also require an e-mailed approval of your project from your principal. This can be done separately from your application submission. Have your principal e-mail a note stating his/her approval of your project and have him/her include your name and the project name.

## What criteria are used for judging Founders Grant applications?

### Review process:

Staff will conduct a technical review of grant applications to ensure all required components are included and then pass all adequate proposals on to the TEF Founders Grant committee. This committee will review the proposals and make funding recommendations to the TEF Board of Directors. The TEF Board of Directors will make the final determination on the funding of Founders Grants. Applicants will be notified of the acceptance or denial of their proposal.

### Additional information:

- Grant applications will be read by non-educators, so avoid educational jargon and acronyms. It is beneficial to provide background information on programs, curriculum being used and general information that may not be known by non-educators.
- All grant projects must adhere to TSD policies and procedures. Projects are reviewed for safety and legal concerns and may be denied based on either of these criteria.
- Any equipment, materials or supplies purchased with Founders Grant funds become the property of TSD.
- A detailed, itemized budget must be included with your grant application.

### Example:

Item	Description	Amount
Equipment	2 digital cameras @ \$100 each	\$200
Picture Printing	Photo paper - 1 pack of 100 8x10 sheets	32
Printing Equipment	Photo quality printer	100
Printer Supplies	Printer paper - 1 case @ \$31 Printer ink: 1 triple pack @ \$70 2 photo @ \$23 each	147
Miscellaneous Supplies	Card stock, markers, pencils, glue, frames, boards, etc.	73
<b>Total</b>		<b>\$552</b>

- Grant recipients will be required to submit a report and evaluation of their project to TEF by the end of the school year or within 30 days of the completion of the project. Report guidelines and format will be sent to each recipient.
- If funded, your grant project may be selected for a site visit. TEF board members and others may visit your school to see the project in operation and ask questions.

**Contact the Thompson Education Foundation office at 613-5074 with any questions.**