



SONOMA VALLEY EDUCATION FOUNDATION

2018-19 Grant Application Guidelines

The mission of the Sonoma Valley Education Foundation is to enrich the student experience, partnering with the Sonoma Valley Unified School District as the primary fundraising and volunteer resource for innovative programs. We focus on results and report to our donors and community. Grant funds are made possible from proceeds of the Red & White Ball raffle.

WHO CAN APPLY?

- Teachers and other school professionals of the Sonoma Valley Unified School District

A SUCCESSFUL PROGRAM OR PROJECT WILL:

- Be hands-on, experiential, innovative and creative that enhances student learning, including social-emotional support
- Encourage students' thinking, exploring, building, experimenting, and presenting as a result of the grant
- Serve a need that is outside the normal operating budgets of the schools
- Benefit the largest number of students possible (i.e. supplies, books, manipulatives, etc. that can be used in future years); however, one-time projects will also be considered. Requests may include supplies for school gardens.

WHAT IS NOT ELIGIBLE FOR FUNDING:

- iPads and Chromebooks
- Salaries or furniture
- The foundation will not fund any project which it determines in its discretion does not meet the guidelines
- The foundation does not fund programs on an on-going basis

GRANT SUBMISSION REQUIREMENTS:

- Classroom Grant requests for up to \$500 will be considered
- Two Project Grant requests will be awarded for up to \$700
- You may submit one Classroom Grant request and one Project Grant request; however, if selected, only one of the two requests will be funded
- Completed, grant applications are due to the Sonoma Valley Education Foundation by **Tuesday, October 23, 2018**
- Applications must be signed by both teacher and principal prior to submission
- Completed applications include the proposal, budget, appropriate signatures and supplemental information
- Applicants may submit one application per grant cycle. Application must be directly related to applicant's work
- Submissions will be accepted via:
 - Email (preferred method) to: Theresa@svgreatschools.org
 - Mail to: SVEF at PO Box 493, Sonoma, CA 95476 Attn: Theresa Rhodes.
 - By hand to Program & Grants Manager: Theresa Rhodes, 17878 Railroad Avenue
- Grant recipients must provide receipts indicating all funds were spent - for SVEF audit purposes
- **Grant recipients must send a final report with receipts by April 30, 2018**
- If grant recipient leaves school district, supplies or materials become the property of the Sonoma Valley Unified School District

HOW WILL GRANT PROPOSALS BE CHOSEN?

- The SVEF Grant Committee selects grant awardees by the quality of the request, and how closely the project aligns with the grant guidelines. Committee members are local parents, community volunteers, and educators (not employed by the Sonoma Valley Unified School District).
- A grant review meeting will take place the week of October 29th. The exact date, time and location will be determined closer to that date. Grant applicants will be notified the week of November 5th.

SVEF CLASSROOM GRANT APPLICATION
2018-19 School Year

Date:

School Name:

Teacher Name:

Teacher Grade:

Teacher Email:

Number of Students Served:

Items Requested:

Amount Requested:

PROJECT DESCRIPTION WITH PURPOSE AND GOALS OF THE GRANT:

SPECIFIC ITEMS REQUESTED *(Please list items and cost):*

If you receive a grant award, you must provide receipts with final report.

EXPECTED OUTCOMES OF THE GRANT:

By signing, this grant application, you agree to the grant submission requirements. Grants without principal signature will not be considered.

TEACHER SIGNATURE: _____

DATE: _____

PRINCIPAL SIGNATURE: _____

DATE: _____

QUESTIONS?

Please contact Program & Grants Manager, Theresa Rhodes, 707.935.9566, theresa@svgreatschools.org.