

Richland 44 School Foundation Grant Program Guidelines

Purpose of the Grant Program

The Richland #44 School Foundation provides funding to support innovative programs, educational experiences, and student opportunities that go beyond the normal operating budget of the school district.

These grants are intended to enhance student learning, promote excellence, and enrich the overall educational experience in alignment with the Foundation's mission to elevate opportunities and prepare students for success.

Eligibility

Applicants must:

- Submit applications for projects benefiting students in PreK–12
- Obtain principal or administrative approval prior to submission if it is a Richland #44 School District employee request.

Funding Priorities

Preference will be given to projects that align with the Foundation's mission, vision and strategic direction, including: (See attached)

- Innovative classroom or program opportunities
- Teacher-led initiatives that enhance instruction
- Extracurricular or student organization support
- Student access to certifications, dual credit, or scholarships
- Early childhood or preschool access
- Student basic needs support
- Projects that promote community partnerships and involvement that impact Richland #44 students.

Funding Guidelines

- Projects must provide student opportunities beyond the school district's normal operating budget to receive consideration.
- Grant amounts will vary based on project scope and available funds
- Requests should be reasonable, clearly justified, and itemized
- Partial funding may be awarded
- Applicants may be asked to revise or clarify proposals

Ineligible Expenses

The following are typically not eligible for funding:

- Salaries or stipends
 - Routine classroom supplies or materials covered by district budgets
 - Ongoing operational costs
 - Retroactive funding (projects already completed or purchased)
 - Items not directly tied to student benefit
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Application Requirements

Applications should include:

- Clear project description and purpose
 - Explanation of need beyond district funding
 - Alignment with Foundation mission and priorities
 - Defined goals and expected outcomes
 - Detailed budget
 - Implementation timeline
 - Evaluation plan
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Review Criteria

Applications will be evaluated based on:

- Alignment with Foundation mission and strategic priorities
 - Level of innovation and creativity
 - Impact on students and educational experience
 - Number of students served
 - Feasibility and clarity of implementation
 - Budget appropriateness
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Grant Cycle & Timeline

Quarterly Review & Application Timeline

Quarter	Application Deadline	Review Month
Q1 Cycle	December 15	January
Q2 Cycle	March 15	April
Q3 Cycle	June 15	July
Q4 Cycle	September 15	October

Applications submitted by the quarterly deadline will be reviewed at the following month's Foundation board meeting. Applicants will be notified following board review and funding decisions. Applications can be viewed outside of these deadlines on a case-by-case basis.

Award Expectations, Reporting & Accountability

Grant recipients are expected to:

- Use funds as approved
- Complete the project within the designated timeline
- Submit a final report or summary that includes:
 - Description of outcomes
 - Impact on students
 - Photos or examples (if applicable)
- Acknowledge Foundation support when appropriate
- Retain receipts and supporting documentation
- Provide updates if requested
- Participate in sharing project outcomes with the Foundation or community