

GRANTS

The MSAD #11 Board encourages the Superintendent/designees to pursue federal, state, foundation, corporate and other grants for the support of the schools and the enhancement of educational opportunities. The Superintendent is expected to be alert to potential sources of grant funding and to make recommendations for Board action. All new grant applications or proposals exceeding \$100,000 must be approved by the Board prior to submission to the funding agency.

It is the policy of the Board to comply with all Federal and State requirements that may be a condition of receipt of grant funds.

When a grant application or proposal is presented to the Board for its approval, the Superintendent/designee will advise the Board as to whether additional staff will be needed to support the implementation of the grant and to maintain records that may be required by the granting entity; the availability of resources if matching funds are required; whether additional resources will be needed for continuation of the program once the grant expires; and measures that will be used to evaluate whether the objectives of the grant are being achieved.

Grant applications and proposals that apply to individual schools must be submitted to the building principal, who shall make a recommendation to the Superintendent. The Superintendent shall present any grant application or proposal exceeding \$100,000 to the Board for its approval.

Applications from parent-teacher organizations and other school affiliated groups for grant funds must be submitted to the Superintendent, who will make a recommendation to the Board if the proposed grant exceeds \$100,000.

Copies of all grant applications and approval letters must be submitted to the Business Office prior to any funds being committed.

All grant funds received must be deposited into District accounts. Applicable Federal and State regulations, Board policies and school district administrative procedures regarding purchasing, contracting, expenditures, and accounting must be followed in the administration and monitoring of grant funds. Staff positions created through grant funding must be filled pursuant to Board policy.

The Superintendent/designee may establish additional procedures for grant applicants, coordination of grant proposals, and oversight and administration of grants received.

The Superintendent/designee shall keep accurate records of all grant expenditures and shall report annually on all grants received.

Teacher Classroom Grants (“mini grants”)

Individual teachers may investigate eligibility requirements for foundation, corporate, and other grants that must benefit a single classroom. The building principal is authorized to approve

applications/proposals for such “mini grants” providing they do not exceed \$1,000, require matching or non-budgeted funds, or impose a continuing obligation. Classroom grants exceeding \$1,000 require the Superintendent’s approval.

Copies of all mini and classroom grants must be submitted to the Business Manager and of the awarded funds must be deposited into District accounts.

Awards of mini grants and classroom grants must be reported to the building principal, who must inform the Superintendent and Business Manager.

Cross Reference: KCD – Public Gifts/Donations to the Schools

Adopted: March 3, 2011

Reviewed: April 5, 2018; March 2, 2023