



2024-2025 CAMPUS GRANT GUIDELINES

CAMPUS GRANT FUNDING BUDGET = \$100,000

Funding for the 2024-2025 school year. Campuses are eligible to apply for \$3 per student or a minimum of \$2,000.

ELIGIBILITY REQUIREMENTS

- Applications are limited to MISD campuses and ***must be approved by the campus Principal prior to submission.***
- The amount of funds requested may not exceed \$3.00 per student (based on the Fall 2024 PIEMS data).
Exception: Campuses with fewer than 666 students are eligible to apply for a maximum \$2,000.
- Campuses are limited to the number of Campus Grant applications they are allowed to submit:
 - Elementary Campuses - (2) Applications
 - Secondary Campuses - (3) Applications
- Programs should address a need, challenges, and concerns unique to their campus.
- Programs may be innovative in nature or meet other more essential program and campus needs.
- Proposals should align with the District's Strategic Plan and Campus Improvement Plan, improve student learning, directly or indirectly affect students, and have objective measurables.

SCORING PROCESS

- STEP 1: Campus Grant applications are reviewed by a Grant Scoring Committee made up of MISD cabinet members and administrators, to ensure they meet the eligibility requirements listed above. The committee reviews each application giving them a score of 1-10. **References to campus name, individual names or mascot are limited to the cover page.**
- STEP 2: MISD's Assistant Superintendent of Partnerships and Strategic Initiatives reports the scoring committee results to the Mesquite ISD Education Foundation's Programs Committee.
- STEP 3: The Programs Committee makes a grant funding recommendation to the full Education Foundation Board for approval at the Foundation's April Board Meeting. Grants are funded until the budgeted amount is expended. Unused grant funds may be re-allocated to fund other Education Foundation grant categories.
 - *Priority may be given to programs that are sustainable beyond the year of funding.*
 - *Priority may be given to programs that impact a larger number of students, classrooms and grade levels.*
 - *Repeat programs may not be considered after being funded for two consecutive years on a campus.*

RESTRICTIONS - Applications for the following will not be considered for funding:

- Fine-Arts or Athletics
- Off-site staff training
- Non-school related door prizes, cash, checks, gift cards and gift certificates, as these are considered taxable income and violate IRS individual benefit restrictions.
- Programs that modify facilities and/or structures on campus must be approved by Construction Services prior to submission. Cost for proposed changes must be provided in the budget section of the application.
- Programs requiring new technology or software must be approved by Instructional Technology prior to submission. Accurate costs must be included in the budget section of the application.

SUBJECT PRIORITIES: Applicants will select a subject category when completing the application. Below is a list of categories, along with program priorities within each category. Program ideas are not limited to those listed here.

<p style="text-align: center;"><u>LANGUAGE ARTS</u></p> <p>Bilingual / ESL, Read-Play-Talk early childhood, literacy</p>	<p style="text-align: center;"><u>S.T.E.M (Science, Technology, Engineering, Mathematics)</u></p> <p>Resources meeting changing classroom needs, Robotics-Coding</p>
<p style="text-align: center;"><u>SOCIAL STUDIES</u></p> <p>Promote civil engagement, Provide for the study of global connections & interdependence</p>	<p style="text-align: center;"><u>CAREER & TECHNICAL EDUCATION</u></p> <p>Expand career-integrated learning opportunities to meet needs of current industry</p>
<p style="text-align: center;"><u>SOCIAL & EMOTIONAL LEARNING - 5 CORE SKILLS</u></p> <p>Self-Awareness, Social Awareness, Self-Management, Responsible Decision Making, Relationship Skills</p>	<p style="text-align: center;"><u>PHYSICAL EDUCATION / HEALTH EDUCATION</u></p> <p>Activities/programs/equipment to promote student wellness, nutrition, and health</p>
<p style="text-align: center;"><u>COLLEGE & CAREER READINESS</u></p> <p>Activities, programs, initiatives to promote college and career preparedness, as well as college matriculation & persistence.</p>	<p style="text-align: center;"><u>CULTURAL RELEVANCE</u></p> <p>Removing cultural, gender and racial barriers, social leadership development</p>

SUBMISSION DEADLINE: Grant Applications are due on **March 31, 2024** by midnight.

Submission Procedures: Applications are only accepted electronically.

Step 1: Create a folder in Google Drive using your **FIRST and LAST NAME – CAMPUS NAME**.

Step 2: Make a copy of the application file and save it in the Google Drive folder that you’ve created.

- Name the file in the following format: **CAMPUS GRANT – CAMPUS NAME - GRANT TITLE**

Step 3: Once your application is final, save it in the folder you’ve created and share the **entire folder** with hlewallyn@mesquiteisd.org. **Do not share the folder until final. Once shared, changes may not be made!**

GRANT TIMELINE

- March 31, 2024 Grant Application Deadline (by midnight).
- April 2024 District scoring committee scores grants anonymously.
Foundation's Programs Committee meets to draft grant-funding recommendation.
- May 2024 Grants awarded.
- August 1, 2024 Grant Funds made available to recipients through the MISD business office.
- May 30, 2025 Grant Evaluations due.
- July 2025 Unused grant funds returned to the Education Foundation.

ACCESS TO FUNDS: Funds for the approved projects will be available in August prior to the fall semester in which the projects are to be implemented. Grant funds are deposited into a designated account through the MISD business office. Recipients must adhere to all Mesquite ISD purchasing policies and procedures. Items purchased with grant funds become the property of the District, not the individual(s). Any unspent funds will revert to the Education Foundation at the conclusion of the school year.

GRANT EVALUATION: A summary evaluation of the project with expenditure receipt copies is due no later than 10 days prior to the last day of school in May. The Education Foundation will send the Evaluation Form to grant recipients in April 2025.

QUESTIONS: Contact Randy Lewallyn if you have any questions: hlewallyn@mesquiteisd.org / 972.882.7513