

Pearland ISD Education Foundation
INNOVATIVE GRANTS CALENDAR
 School Year Cycle - 2024-25



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Month	Date	Goal/Activity	Who	Details
JAN	Jan. 16	Grants Committee Meeting Kick-Off	Pearland ISD Edu. Foundation Grants Committee	- Align on 2024 grant application - Align on Innovative grant timeline
	Feb. 6	Innovative Grant Application Opens	All Pearland ISD educators are encouraged to apply	- Applications available online - Educators can start submitting their completed forms from Feb. 6 - March 19
FEB	Feb. 13	Grants Committee Meeting	Pearland ISD Edu. Foundation Grants Committee	- Status Update of Innovative Grants
	Feb. 22	Open House@ESC (Day 1) - 3:30 p.m. - 5:30 p.m.	- Any Pearland ISD educators are encouraged to stop by - First-year teachers - New grant writers	1. Drop by 2. Grab a snack 3. Come and go & bring your questions regarding the Innovative Grants Application You have questions. We have answers. Stop by the ESC Building to ask your questions about the Innovative Grants Program. If you have never applied before and need guidance; you need help filling out the form, or you are seeking clarification, etc., we will be available to answer your questions.
	Mar. 6	Open House@ESC (Day 2) - 3:30 p.m. - 5:30 p.m.	- Any Pearland ISD educators are encouraged to stop by - First-year teachers - New grant writers	1. Drop by 2. Grab a snack 3. Come and go & bring your questions regarding the Innovative Grants Application You have another opportunity to ask questions about the Innovative Grants program. Stop by the ESC Building to ask your questions about the Innovative Grants Program. If you have never applied before and need guidance; you need help filling out the form, or you are seeking clarification, etc., we will be available to answer your questions.
MARCH	March 19	Grant Applications Due	All Pearland ISD educators seeking grant funding	- Applications are due by 5 p.m. March 19
	Mar. 22-27	District Pre-Screen	Curriculum and Instruction Department & Technology	- Applications will be distributed to C&I/Technology Department - C&I/Technology Staff to review all applications - All pre-screen applications turned back over to Foundation by 5 p.m. on March 27
	Mar. 28-Apr. 9	Applications Ready for Review	Pearland ISD Edu. Foundation Grants Committee	- Committee members pick up applications from the Foundation office - Committee to review each application and provide a grade - Committee to submit scores digitally to Foundation Director by 12 p.m. on April 9
	April 9	Deadline to Submit Scores	Pearland ISD Edu. Foundation Grants Committee	- Committee to submit scores digitally to Foundation Director by 12 p.m. on April 9
APRIL	April 11	Grant Committee Meeting to Review Applications, 2- 6 p.m.	Pearland ISD Edu. Foundation Grants Committee	- Review of all grant applications and scores - Determine funding allocation
	April 17	Grant Applications Presented to Foundation Board	Pearland ISD Edu. Foundation Grants Committee/Full Education Foundation Board	- Committee to present list of potential grant award recipients to full board for final approval - Foundation board votes on innovative grant funding
	May 13-16	Surprise Patrol	- Pearland ISD Edu. Foundation Board - Foundation Sponsors (Community Members) - Pearland ISD Leaders	- Grant award recipients are surprised in their classrooms
MAY	May 24	Notification of Funding to all Applicants	- Grant Applicants - Foundation Office	All grant applicants receive information regarding the status of their application, whether they receive funding or not.
	May 31	Deadline to Issue Check for Innovative Funding	- Foundation Director - Finance Committee - Budget Office	- To initiate the process of providing funding for the campuses to start spending, the foundation provides a check payable to Pearland ISD. - This will enable the campuses to access and utilize the allocated funds for the designated purposes.
	August 5	Administrative Assistants Notified of Funding Allocation to their Campus	- Foundation Director - Admin. Assistants	Admin. Assistants to receive list of grant award recipients for their campus along with list of items to purchase. Educators must work with admin. assistant to purchase items.
AUG	August 20	Meeting with Administrative Assistants (Virtual)	- Foundation Director - Admin. Assistants	Meeting to discuss funding disbursement for Innovative Grant program
	Aug. 5, 2024 - Jan. 31, 2025	Requested Items to be Purchased	Grants Award Recipients Administrative Assistants	- Grant award recipients to work with campus/department administrative assistant to procure items requested in innovative grant application