MMSD Grant Application Guidance

To steward our staff resources responsibly and with the greatest impact on MMSD schools, students, and staff, MMSD has set a $3,000 minimum threshold for grant applications. The $3,000 is the minimum amount that must be designated for MMSD, even if the grant is for a greater amount. If funding is received up front (such as through Tri 4 Schools), an exception may be made to accept funds below the $3,000 threshold. Crowdfunding is not permitted by school staff, with the exception of DonorsChoose.

Before proceeding with any grant or donation obtain permission from the building principal. The expectation is the building principal will discuss and have approval from the respective Associate Superintendent prior to participating in the grant or donation process.

The following steps are recommended:

- Check with the school principal if formula funding is available.
- Inquire with the granting organization if a direct donation to MMSD can be made with a designated purpose, rather than completing the grant application.
- Pursue larger grants above the $3,000 threshold which encompass a broader focus.

Before submitting a grant application, the appropriate form must be submitted for district review:

- Grant inquiry form - for MMSD staff pursuing a grant
- External support form - for outside organizations pursuing a grant, who want to partner with MMSD

For any grant questions, please contact Carrie Stahl, Grants Development Analyst, at castahl@madison.k12.wi.us.