



2024-2025 RCEF Instructional Classroom Grant Application

Purpose

The Richmond County Education Foundation (RCEF) is a non-profit organization committed to encouraging and providing funding for innovative instructional programs for our students of Richmond County Public Schools.

Timeline

Grant Application Deadlines Due to building principal	March 28, 2025
Decision communicated to applicants	May 22, 2025
Funds distributed to grant recipients	August 2025

Eligibility

Any employee of Richmond County Public Schools is eligible to apply for funding from RCEF. Collaboration is encouraged amongst staff; applicants may apply individually or as a group. Proposed projects may benefit individual classroom, an entire school, a club, or a cluster of classrooms.

The funding amount of grants may vary from year to year and may affect the total amount given to an award winner.

RCEF is interested in funding innovative projects and ideas; projects that challenge learners to think at higher levels, are cross-curricular, are learner centered, and help to develop 21st century skills.

Typically, RCEF does not fund:

- Salaries for school division personnel, including substitutes;
- Transportation portion of program, including field trips (unless integral to the project);
- Non-instructional expenses such as travel, lodging or food;
- Graduate study or study abroad;
- Activities, events or projects already completed;
- Activities, events or projects already supported through the Richmond County Public Schools

Priorities

RCEF seeks innovative projects that challenge students to excel personally and academically. Most favorable consideration will be given to those projects that have specific performance or outcome measures and can be replicated. RCEF also seeks projects that assist a group of students instead of individual students or small groups.



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Application Format and Requirements

Applications must be typed on the forms provided on the RCEF website or applicants can request a copy via email. Please send your request to Dawn Jewell at djewell@richmond-county.k12.va.us. Please use the criteria listed below to submit a completed application to your building principal.

Selection Criteria

- The application must be completed in its entirety.
- The educational need must be clearly defined and establish connection to developing 21st century lift skills.
- The grant request must be for projects other than those typically funded through the school division or local school budgets.
- The funds requested must directly support the development of a new program or used to maintain/expand an existing program. Preference may be given to new projects or the expansion of existing projects.
- The strategy must be fully described and an action plan included to state:
 - o What do you want to achieve by attaining this grant?
 - o What are the expected result(s) and/or potential impact(s)? How will they be measured? o
 - What steps will you take to implement your plan?
 - What skills or training will be needed in order to effectively implement the plan?
 - o Why is this funding important?
- Budget is cost efficient and clearly supports the projects tasks.
- Application must be free of educational jargon so that non-educators may easily understand the content.

Final Report

Award winners must complete a final report that will include a summary of the project along with pictures showing student engagement. These pictures will be used on the RC Education Foundation's website and will be included in the annual report.

Additional Information



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- Grant funds are released directly to a school or department, not to an individual(s). If the applicant(s) leaves the school or department after the grant has been awarded, the grant remains with the school or department.
- Any grant involving technology will also be reviewed by the Director of Information Technology. The RCEF

Superintendent will review all applications prior to being evaluated by the RC Education Foundation. Reviewers from the Foundation will be referencing the above selection criteria when evaluating grant applications.

Grant applications must be submitted to your principal no later than April 30, 2024. Principals **MUST** submit approved applications to the Education Foundation no later than April 30, 2024

Thank you for your interest in submitting a grant request to us. We are very excited to read about some awesome ideas!



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_____ This grant involves request for the purchase of technology.

Project Title: _____

Contact Person/Title: _____

School/Department: _____

E-Mail Address: _____

Program Location(s): _____

Grade (s) Served: _____

****Any grant requiring technology components must also be approved by the Director of Information Technology.**

Estimated Number of Students: _____

Maximum amount requested: _____

Total Amount Requested: _____ / Number of students = _____
per student.

Project Summary (This summary will be included in publications if the project is selected.)



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Grant Funds will be used to:

_____ Start a new project _____ Maintain an existing project

_____ Expand an existing project

If grant funds are requested to expand or maintain an existing program, please attach the most recent program evaluation.

Principal's signature: _____