



LEARNING GRANT APPLICATION GUIDE

DCEF Learning Grants empower DASD educators to bring to life education related or curriculum related passion projects that impact learning across academic disciplines and that fall within DCEF's Funding Priorities. Grants are awarded until funds are depleted. Below are the funds that are available. Please make sure that your request complies with the fund's specific requirements. All design components (visual & language), if any, must be reviewed and approved by principal and assistant superintendent.

FUNDING PRIORITIES & ELIGIBILITY

- HARPER FAMILY FUND FOR ARTS, CULTURE & HUMANITIES – programs or projects that help students, particularly the underserved or 'invisible' students feel empowered to become creative, independent, productive citizens of the world.
- EMILY SINGLETON SERVICE-LEARNING FUND – programs or projects to help students work collaboratively, applying their school learning in thinking and acting beyond themselves for the greater good.
- KATHRYN MARTINOLI LIBRARY FUND - aid in the mission of the library or improve library infrastructure. Applications should be for things or projects not generally funded, or anticipated to be funded, in the DASD annual budget. Request limit is \$1,000.

DCEF accepts grant proposals from teachers, counselors, administrators and other DASD educational personnel.

DCEF funding range is generally \$250 to \$2,500.

FUNDING RESTRICTIONS

Your request must follow the specific requirement of the fund you are applying for. In order to have the largest impact possible, DCEF **does not** consider inquiries for standard school supplies, equipment, curriculum items, field trips, teacher professional development and/or salaries.

CONDITIONS OF AWARD

- Grantees must fulfill the terms of the grant and can only be modified with DCEF prior approval.
- All supplies, equipment and materials purchased must be labeled as courtesy of a grant from DCEF.
- Grantees must submit the completed Grant Report no later than one year following receipt of funds. Grantees who do not submit the grant report will be ineligible for future grants.

APPLICATION PROCEDURE

Steps:

1. Complete [Application Form](#) and get your building principal's approval to ensure that it falls within DASD educational guidelines including all design components (visual & language).
2. Send completed and approved application to JFenn@dcedf.org
3. DCEF will respond and connect with a member of the DCEF Grants Committee who act as your 'go-to person' for any questions or concerns about your grant, its implementation, cost issues, and the development of the final report when the funded project is completed
4. Review & Notification: Applications are reviewed by the Grants Committee and then voted on by the DCEF Board of Directors.
5. Applicants will be notified of DCEF Board action.

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