

A Better Community – Dayton Education Foundation

GRANT APPLICATION INSTRUCTIONS

The **Dayton Education Foundation Grants Program** welcomes applications from **Dayton teachers, administrators, and program directors** for innovative projects that enhance student learning and support educational excellence in our district.

Application Deadline: October 16th, at 4:00 PM

For further information, please contact Kristen at the **Dayton School District Office** at **503-864-2215**.

Application Guidelines

Please read the following instructions carefully before submitting your application:

1. Complete All Sections:

Ensure that all information requested in the grant application is completed in full.

2. District Grant Process:

ABC-DEF is an **external funding agency**, and applications are subject to the **Dayton School District Grant Application Process** for approval.

3. Formatting Requirements:

Applications must be **typewritten or computer-generated**.

Submit **one original signed copy** to:

ABC-DEF, c/o Dayton School District Office.

Please **paper clip** all materials—**do not staple**.

4. Do Not Include Returnable Materials:

Any submitted materials will not be returned.

5. Submission Deadline:

Applications must be **received no later than 4:00 PM on October 16th, 2026**. Late submissions will **not** be accepted.

6. Clarity and Accessibility:

To assist reviewers, please **define all acronyms** and **avoid educational jargon**.

7. Curriculum Connection:

Projects should support or enhance **existing curriculum or instructional goals**.

8. Reporting Requirement:

Grant recipients must:

- Submit an **assessment/evaluation report** to ABC-DEF upon completion.
- Be available to **share their project and results** with other Dayton School District personnel at least once during the following school year.

9. Required Components:

The application must include:

- A **completed cover page**.
- A **narrative section** addressing all required elements.
- **Signatures** of all applicants and their **Principal/Supervisor**, indicating approval and support.

10. Incomplete Applications:

Incomplete or incorrectly formatted applications **may not be considered** for funding.

Important Reminder

Applications that are **late** or **do not follow these guidelines** will **not be reviewed**. Please plan accordingly to ensure your submission arrives on time.

Approved Funding Requests must be submitted to the District Office no later than May 31, 2027.