



Autauga Education Foundation Funding Distribution Guidelines/Policies

EDUCATION GRANTS PROGRAM

The Autauga Education Foundation (AEF) awards grants that will provide sustainable resources and community support which may not otherwise be available to the Autauga County District School System.

Grants up to \$5,000 may be awarded to enable new programs in the classrooms or in extracurricular activities for schools in the Autauga County District School System.

Grant Cycle Opens August 6, 2018

Deadline is September 17, 2018

1. Grants may only be awarded for one year of funding.
2. Grants may not be applied for the same project for more than three consecutive years.
3. Funding will only be provided for schools within the District School System.
4. AEF does not fund:
 - Individual salaries
 - Annual fundraising drives or events or booster programs
 - Religious Practices
 - Other organization's endowments
 - Research
 - Partisan political advocacy
 - Regular operating support or capital campaigns
 - Professional development courses or workshops
 - Transportation

Who may apply for grant money?

If you are employed by the Autauga County District School System, you are eligible to apply for a grant from the Autauga Education Foundation.

How much money may I ask for?

1. Requests may not exceed \$5,000.
All proposals must include a detailed expense budget for funds requested from AEF and include any revenue that will be used from other sources.

How do I apply

1. Electronically at www.autaugaef.org

What must I include in my request?

1. Name of School and Principal
2. Contact Person
3. Address
4. Phone Number
5. Email Address
6. Amount Requested
7. Revenue for project from other sources
8. Project Title
9. Purpose of Grant, why you feel AEF should fund this project, and who will benefit from the funding of this project.
10. Letter of endorsement and signature from Principal/Director

How is funding determined?

Once the application period has closed, the Autauga Education Foundation Board of Directors will review all requests and interview those applicants that meet guideline requirements. The Board of Directors will determine the recipients and the amount awarded for each grant. **Awards will only be made during years that funds are available.** The contact person and principal will be notified by invitation to the Foundation's grant reception.

Considerations used to determine which requests are funded include the following:

- Innovative, unique and use of "best practices"
- Number of students who benefit/Enrollment
- Durability of benefit (more than one class year) and potential application to other classes
- Significant benefit to students or teachers
- Leverages financial and/or volunteer support from other sources when necessary

What does the Foundation look for in a grant proposal?

1. Enhancement of Education
2. Innovative programs- also described as "first-time", "unique", "pilot"
3. Music, art, language or non-academic extended learning programs
4. Specialty equipment or technology- microscopes, globes, computers/tablets, certain software (appropriate district staff must approve requests).
5. Projects that provide an avenue to explore, develop, and refine ideas for improving the education for our students.

How long do I have to spend the grant funds?

Grant funds must be spent by the end of the school year in which it is awarded. If an extension is required, contact AEF for approval.

A summary report and photographs/video (when applicable) are requested of successful applicants at the completion of all projects stating how funds were used and their impact. **Grant Summary Reports are due by June 1, 2019.** A grant recipient will be considered ineligible for future grants until the report is received by AEF.

When are funds distributed?

TBA