



## 2018-19 GRANT GUIDELINES AND APPLICATION

The McCall - Donnelly Education Foundation is accepting applications for projects that fall within any of the following categories. ***Projects must clearly meet the intent of the following to be considered:***

1. New and innovative programs that drive academic success
2. Programs that engage parents and the community in education in new and innovative ways
3. Innovative programs that promote art, music, and creative thinking
4. Programs that promote healthier lifestyles and physical activities in new and innovative ways

**How to apply:** Applications are available online at MDEF.org and at District schools and the District office. You must answer all questions on the application form and include a detailed budget. Grant proposals must be for no less than \$2,500 and no more than \$25,000. If you are affiliated with the McCall Donnelly School District then the Principal for the students who will be involved in your project must sign your application. Other MDSB Board of Trustee rules and approvals may apply. Consult the District office if you are unsure of these requirements.

**All applications must be received in PDF form via Email. Hard copied applications mailed to the MDEF will not be accepted. Incomplete applications will not be accepted. Late applications will not be accepted.** Applications must be received on or before Friday April 13, 2018. Send completed applications to:

[grants@MDEF.org](mailto:grants@MDEF.org)

Grant recipients will be determined by May 4, 2018. Funds will be available on July 1, 2018, and must be used by June 30, 2019. Variances in expenditures from the original proposal may be granted, but the grant recipient must inform the MDEF prior to proceeding with the variance. MDEF reserves the right to reject the variance request. Use of excess funds from cost savings must have MDEF approval prior to expenditure. Any unused funds at the end of the 2018-19 grant cycle must be returned to MDEF.

Grantees will be required to sign a grant acceptance agreement agreeing to the grant award provisions before funds are distributed. These provisions include requirements to give credit to MDEF in all external communications about your program. Interim and final grant reports will be required. Grant recipients must summarize how the funds were spent and provide proof of expenditures. The interim report must be received by January 31, 2019 and final report must be received by June 30, 2019.

If you have any questions regarding the MDEF grant program or the application contact Dan Scott at [grants@mdef.org](mailto:grants@mdef.org).





1. How is applicant affiliated with the McCall-Donnelly School District? If not directly affiliated, what grades/age children does your project benefit and in what communities?

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2. Why is this project needed?

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3. What are the proposed outcomes of the project and how will they be measured?

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4. How is the project innovative and new in its approach to achieving its proposed outcomes?

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5. What is the timeline for the project? When would funds be needed?

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6. Are there other sources of funds that will be used for the project? How is the applicant contributing to the overall cost of the project? (donations, in-kind contributions, staff time, etc.)

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7. If only partial funding for the project is awarded, how will this affect the project?

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8. Explain how the project will continue after the end of this year's grant funding?

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\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal's signature\*

\_\_\_\_\_  
Date

\*If Applicant is affiliated with the MDSD, then their Principal or Superintendent must sign.

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**FOR MDEF USE ONLY**

Date received by MDEF: \_\_\_\_\_

Received by: \_\_\_\_\_



**Proposed Project Budget**

Budget Item Description (Itemize)	Grant funds Requested from MDEF	Matching funds provided by other sources (if any)	Total Item Cost (from all sources)
<b>Totals:</b>	MDEF Funds	Matching Funds	Total Cost

**Total Grant funds requested:** \_\_\_\_\_