

DISTRICT *five* FOUNDATION

Grant Request Guidelines

Funding Priorities:

- **Healthy Initiatives** – Projects/initiatives that promotes or increases health and wellness
- **Basic Needs** – Adequate food and/or assistance for catastrophic events
- **District Unity** – Opportunities for citizens of the District to participate and contribute to a common goal, a positive change, or celebration
- **Instructional Support for Students** – Increases student development of skills for 21st century thinking (critical, creative, and innovative thinking); leadership and citizenship; and/or jobs of the future
- **Instructional Support for Teachers** – Resources and/or training for teaching 21st century thinking (critical, creative, and innovative thinking); leadership and citizenship; and jobs of the future

Funding Eligibility:

School District Five students, employees, and community programs may apply.

Funding Parameters:

Projects for students will be funded up to \$500.

Faculty/Staff/Community Program projects will be funded up to \$5,000 and cannot include capital project items.

Application Access:

Applications are available on the District Five Foundation website (district5foundation.org) or by emailing info@district5foundation.org.

Submit applications by email to info@district5foundation.org, by mail to District Five Foundation, PO Box 129, Ballentine, SC 29002, or by interoffice mail at the District office.

Application/Decision Timeline:

Students may apply for grants at any time during the school year.

The last day of February each year is the deadline for District Five employees and community programs to apply. Student applications will be reviewed and students will be notified at the time of the application approval.

All other applications will be reviewed and applicants will be notified by May 1 with funds available by June 15. Student awards must be spent within the current school year; All other awards must be spent within one year of the award date.

If nothing has been spent within six months, the Foundation may request an interim report.

The Foundation maintains the right to modify this process if the circumstances of an application warrant a change as decided by the Foundation Board or Allocations Committee.

Evaluation Process:

Applications will be evaluated on the following criteria:

- Clearly meets one or more of the Foundation's priorities
- Timeline, budget, project description, and outcomes are clear, comprehensive, and realistic
- Funding will impact a large number of students/community members
- Project demonstrates innovative/inventive thinking or production

Final Report:

Final Outcome and Expense report is due within eight weeks of the final expenditure of the award.