

# DEF

## DUBLIN EDUCATION FOUNDATION

*Promoting Excellence in the Dublin Schools*

### **Purpose**

The Dublin Education Foundation (DEF) was created to promote excellence in the Dublin City School District by providing financial assistance to implement innovative programs, creative teaching projects, and/or extracurricular activities that enrich students' learning experiences and enhance their learning opportunities.

### **Eligible Applicants**

Dublin City School District staff members or students or members of the community may submit an application for funding. The application must be signed by the appropriate principal or school district administrator and the Executive Director of Learning and Teaching, who are authorized to approve the proposed program. Applications are available through the Dublin Chamber of Commerce or on the district web site, [www.dublinschools.net](http://www.dublinschools.net). All grant applications must be submitted to the Executive Director of Learning and Teaching. Do not send your application directly to the Chamber.

### **Grant Priorities**

Funding priority will be given to proposals that exhibit one or more of the following program characteristics:

- Support the Strategic Plan goals of excellence and equity.
- Exhibit sustained and long-range educational benefits.
- Support groups of students in achieving state or national recognition.
- Promote creative teaching and are innovative in nature.
- Can be replicated in other Dublin City Schools or have district-wide implications.
- Promote parental and/or community involvement within the school.
- Utilize resources effectively and efficiently.
- Promote healthy and responsible choices for our students.
- Has an impact on a large number of students.

### **Grant Limitations**

DEF grant funds may not be used to pay for:

- District budgeted items (e.g., equipment, salaries, travel, maintenance) paid through public funding sources.

### **Grant Guidelines**

- Generally proposals up to an amount of \$3,000 will be considered; the DEF Board, at its sole discretion, may entertain requests for larger amounts.
- Projects should not exceed a twelve-month period from date of approval.
- Proposals should be submitted to using the DEF application form.

### **Conditions of Grant Award**

By accepting a DEF grant award, grantees agree to comply with the following conditions:

#### *Funding Acknowledgement--*

All materials developed or distributed under grant activities, including advertisements and press releases, must include printed acknowledgement of DEF as the funding source. Permanent acquisitions purchased with DEF grant funds must include some designation identifying DEF as the funding source and become the property of Dublin City Schools.

#### *Project Report--*

Grant recipients must submit a Final Report that includes program outcomes, evaluation results and financial expenditures to the DEF Board within thirty days after the completion of the project. These reports will be available to share with various audiences, including the Dublin Board of Education.

**(over)**

**Grant Proposal Evaluation Criteria:**

The following is a list of criteria used to judge proposals.

1. Is the proposal focus on a need identified in the Strategic Plan?
2. Is a desired outcome evident?
3. Is the target audience clearly stated in terms of the number and grade level of the student and/or the curriculum area(s) involved?
4. Are project activities appropriate to achieve the desired outcome?
5. How is the success of the project to be evaluated?
6. Is the budget prepared with specific line items, and is it reasonable and cost-efficient given:
  - The number of students affected?
  - The type and amount of resources allocated to the tasks?
  - Other funding sources to be used?

**Application Submission:**

One application with original signatures and eleven copies of the application must be submitted to:

Eydie Schilling  
Executive Director of Learning and Teaching  
Dublin City Schools  
7030 Coffman Rd.  
Dublin, OH 43017  
(614) 760-4379

All applications must be received by 5:00 p.m. on September 26, December 19, March 23, and June 3.

Applications will be evaluated by the DEF Board. Applicants requesting amounts above \$500 will be required to make a presentation, not to exceed ten minutes, before the DEF Board for clarification of the application.

Applicants will be notified in writing of funding decisions in October, January, April, and July.

Funds will be deposited in the building's 018 account within 4 to 6 weeks of approval.

**Questions about DEF Applications:**

Margery Amorose  
Executive Director  
Dublin Chamber of Commerce  
129 South High St.  
Dublin, OH 43017  
(614) 889-2001

Mike Trego  
Deputy Superintendent  
Dublin City Schools  
7030 Coffman Road  
Dublin, OH 43017  
(614) 760-4320

# The Dublin Education Foundation Grant Application

## General Information

- |                                    |  |
|------------------------------------|--|
| 1. Name of School                  | 4. Amount Requested  |
| 2. Home Address and Phone Number   | 5. Responsible Person  |
| 3. School Address and Phone Number | 6. Project Title   |
|                                    | 7. Time period of grant (state the time by which the objectives will be accomplished). |
|                                    | From: _____ To: _____<br>month/year month/year   |

## Project Information

8. Give a concise summary of proposed project, including the purpose of the project, the desired outcome of the project, the project activities/tasks (including a timeline), and the relationship of the project to the district's Strategic Plan.

## Project Information

## Project Budget

9. Income (show additional funding sources beyond DEF, if applicable.)

10. Expenses

If the grant is approved, the applicant agrees to submit a summary report to the DEF within 30 days of the completion of the program/project being funded, including a detailed accounting (copies of receipts) pertaining to the use of funds.

\_\_\_\_\_  
Principal signature

\_\_\_\_\_  
Building

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director of Learning and Teaching Signature

\_\_\_\_\_  
Date