



LAKE CITY EDUCATION FOUNDATION [GRANT APPLICATION](#)

The Lake City Education Foundation (LCEF) is dedicated to its mission of enriching the learning experience for the students of ISD 813. The LCEF Board of Directors has determined the following guidelines for funding.

Eligibility

1. School district's professional staff or any citizen of ISD 813 may submit a grant application through a co-sponsoring arrangement with a school district representative.
2. Projects that will take place between July 1, 2017 and June 30, 2018.
3. Grant application does not exceed the LCEF grant budget available for 2017-18 which is \$4,228.75.

Priorities

The Foundation's Board of Directors has identified the following areas of importance when reviewing grant requests. Board members recognize the importance of focusing its limited resources in order to have the greatest impact on district needs. Screening criteria in the following areas will be used to competitively score requests annually: community partnership, educational relevance, technology, and financial sustainability.

Timeline

Grant applications are required to be completed [online](#) by Tuesday, April 11, 2017, 6pm. If awarded, funding will be available for use until June 30, 2018. If unused, the funding will be forfeited back to the Foundation.

Approval

1. Complete the [application online](#).
2. The LCEF Program Committee chairperson will compile and distribute the grant applications to the LCEF Board of Directors.
3. The LCEF Board of Directors will score and review the applications; the applicant will be notified as to the status of their request by May 30, 2017.

Receipt of Funds

Grant recipients must submit a detailed purchase order to the ISD 813 Superintendent's office along with a communication stating that this purchase is in receipt of an LCEF grant. The Superintendent's office will complete the transaction for the product/service and then submit an invoice for payment to the LCEF treasurer for reimbursement.

Reporting

Grant recipients must submit a [Project Evaluation Form](#) to the LCEF including photos by April 10, 2018 if the project takes place prior to that date. If the project is not completed by April 10, 2018 then evaluations must be received by June 30, 2018. This will allow for the evaluations to be considered in the yearly grant application review process.

Questions

Contact the Lake City Education Foundation at lakecityeducationfoundation@gmail.com.

LAKE CITY EDUCATION FOUNDATION GRANT APPLICATION

SAMPLE SCREENING CRITERIA

Focused on enriching the learning experience for ISD 813 students, the Lake City Education Foundation will review the following information when considering grant applications. A sample of the screening criteria and score sheet is detailed below for your understanding. Priorities will be given to projects that create partnerships with the greater Lake City community, demonstrate educational relevance, utilize a component of technology, have been funded less than 3 years by the LCEF, and display a secure and researched financial plan for sustainability. Grant applications are reviewed annually in April/May and will be awarded via email by May 30, 2017.

Funding requests will be scored using the following rating system and criteria:

1=Does Not Meet Criteria

2= Somewhat Meets Criteria

4=Meets Criteria

5=Exceeds Criteria

Partnership

5: Project leverages a partnership with an entity (private business or civic organization) in the greater Lake City community throughout all stages of the effort which may include concept, execution, and/or sustainability. Ideal partnerships extend beyond financial support and leverage local resources.

1: Does not utilize a partnership.

Educational Relevance

5: Project demonstrates various opportunities for student engagement, by way of using different information delivery techniques to promote learning and presents academic challenge.

1: Has a singular opportunity for student engagement and/or delivery technique and/or does not present academic challenge.

Technology

5: Project utilizes multiple components of technology including software, devices, training, and/or applications. The LCEF board is open to a broad definition and scope of this criterion.

1: Does not utilize technology.

Sustainability

5: Project has been funded 3 years or less by the Lake City Education Foundation or presents a clear plan of financial sustainability in addition to LCEF funding.

1: Financial plan relies solely on LCEF funding.

Overall Impression

5: Proposed project is clearly described; need for project is compelling; outcomes are clearly matched to the priorities of the Lake City Education Foundation.

1: Difficult to understand what is being proposed; need for project has not been documented; and/or does not align with the priorities of the Lake City Education Foundation.

Please provide the completed [grant applications](#) by Tuesday, April 11, 2017, 6pm.

For questions related to the funding request process, please contact lakecityeducationfoundation@gmail.com.

Lake City Education Foundation
[Grant Application](#)



Deadline for submissions: Tuesday, April 12, 2016, 6pm. Please use the application below to organize your details before submitting to the [online form](#). Please be as detailed and thorough as possible. This is the only opportunity to communicate to the board members about your project. Please do not assume that our board has access to or an understanding of educational standards, teaching techniques, or trends. It is to your advantage to explain in great detail. The LCEF board is comprised of 15 volunteer community members with a variety of professional backgrounds that reach beyond education. Please do not use acronyms.

Project Name: _____

Project Start/End Dates: _____

Total number of students impacted: _____ Grade Level(s) Involved: _____

General description of the project:
(attach documentation if additional space is needed)

Provide details regarding community partnerships utilized in this project:

Describe the project's educational relevance:

Specify how this project will utilize technology:

Please detail a plan for the financial sustainability of this project:

Total Cost of Project (Purchase price, shipping, etc.): _____

Amount Requested from LCEF: _____ Other Funding Sources: _____

Previously funded by LCEF? Yes No If yes, year funding was received: _____
If yes, was an evaluation submitted? Yes No

Requested by: _____ Email: _____
Phone: _____

Additional information you would like to supply for consideration: