



IVEF Funding Application

WHAT TYPES OF PROGRAMS OR PROJECTS WILL BE CONSIDERED FOR FUNDING?

- Health & Wellness projects (mental, physical & emotional) (K-12)
- Multi-Purpose outdoor "Green Spaces" (K-12)
- Learning-based grade or building-wide assemblies (K-12)
- Service-learning opportunities (K-12)
- Extracurricular academically based clubs or programs (6-12)
- Educationally Based Field Trips for students in need (K-12)
- Pathway 360 (5-12)

Please note: Proposals must enhance and cannot replace the current curriculum.

EVALUATION CRITERIA:

- **OBJECTIVES:** Describe the project's goals and how each objective will be measured. What are the measurable educational outcomes for students?
- **ALIGNMENT:** Describe how the project relates to and enhances the existing curriculum.
- **DESCRIPTION:** Provide a clear and detailed program description. If applicable, provide dates of project activities.
- **BUDGET:** Provide a budget and budget narrative that explains how funds are used. Please confirm with your principal the funding available to your building.

FUNDING CRITERIA:

- Give your project a creative and compelling title.
 - All line item expenses must be tied to the overall project idea.
 - Be realistic when creating your budget. Small projects/programs are as likely to be awarded as large ones.
 - Funding will not cover salaries or stipends
 - Funding will not fund facility maintenance
 - Funding will not be allocated for projects that do not support, enhance, or align with the existing curriculum.
- Please note: The Office of Curriculum and Assessment must pre-approve all technology, subscriptions, and app licenses.*

FUNDING:

- One or more applicants may submit applications within a school, grade level, department, or educational club. Teachers are welcome and encouraged to submit applications as a team.
- The IVEF funds projects that cannot be funded by school or district budgets. If you need clarification, please contact your building principal.
- Applicants must disclose all other funding sources for the proposed project. This includes any grants, donations, or financial support that has been secured or is being sought from other organizations or entities. Disclosing multiple funding sources is essential to ensure transparency and avoid potential conflicts of interest. Please provide detailed information regarding each additional funding source's amount, source, and purpose.

TIMELINE:

- Applications are open from September 15 to May 1. Applications outside this timeframe will be considered on a case-by-case basis.
- The deadline for expending funds for an approved grant is the end of the school year.

APPLICATION CHECKLIST:

- Proposal Cover Sheet with Proposal Narrative
- Budget and Budget Narrative: a brief explanation of the use of funds
- Applications that are incomplete or missing any of the outlined grant criteria or application checklist items will not be considered for funding.

RESPONSIBILITIES OF FUNDING RECIPIENTS:

- Use the funding for the purposes intended.
- Projects must be fully implemented, and funds must be expended by the date indicated in the funding approval email.
- Purchases should be sourced from the list of approved vendors. See the list below.
- The building principal must approve all grants before submission to the IVEF.
- Upon implementation of funding, please provide photos via Google Drive that will be included in your grant allocation letter and a summary of your grant using this [Google form](#).
- Funding recipients will coordinate with appropriate staff developers or department chairs to share successful outcomes in staff development sessions.
- All items purchased with IVEF funds become SASD's property.

IVEF PURCHASING GUIDELINES & APPROVED VENDORS: Should you opt to be reimbursed for items not purchased from the authorized vendors below, receipts must be provided. Applicants will only be reimbursed for the purchase price, not sales tax. The IVEF is a tax-exempt organization and can provide a TE Certificate with notice and approval.

IVEF Approved Vendors:

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|--------------------------------|-----------------------|
| Amazon.com | Mancino Manufacturing |
| Anthem Sports | Music & Arts |
| Apple | Music in Motion |
| Beckers | Music is Elementary |
| Booksource | Office Supply.Com |
| CDWG | PayPal Account |
| Corporate Interiors | School Outfitters |
| DEMCO | School Outlet |
| Global Industries | SMC Pneumatics.com |
| Gopher Sports | Rogue Fitness |
| Home Depot | Rugby Imports |
| Home Science Tools | Teachers Pay Teachers |
| Kennedy Industries Fulfillment | Terra Bound Solutions |
| Lakeshore | Titan Fitness |
| LEGO | US Cutter |
| Lincoln Aquatics | Wal-Mart |
| Library Store | Yoga Direct.com |
| Longstreth Field Hockey | |

Shipping costs must be a line item in the application amount and should be factored into the total request amount.

PROPOSAL COVER SHEET

Please download the Proposal & Budget pages and fill them out using Adobe Acrobat, "fill and sign."
 Once completed, please save the file and email it back to rpotter@indianvalleyef.org AND megd@indianvalleyef.org.
 You will receive an acknowledgment within 48 hours of receipt.

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| Project Title: | |
| Purpose of Project (5-6 Sentences) | |
| Requested Amount \$ | |
| Name of Applicant: | |
| School(s): | |
| Grade Level (s): | |
| How many students will participate? | |
| Contact Email: | |
| Applicant Signature & Date: | |
| Principal Signature & Date <i>The principal supports this project and confirms funding eligibility through the IVEF as outlined on the application.</i> | |
| SASD Cabinet Member Approval & Date <i>The IVEF will facilitate review for all submitted grants. You will be contacted with any questions.</i> | |

