

FOUNDATION GUIDELINES for Educational Grant Applicants

The Foundation Educational Grant Application is open to all Allen ISD employees. All applications must be submitted through the online system; deadline is February 9, 2023 at 5 p.m.

For 2023-24 grants each Allen ISD teacher or staff member may submit only one application; if you are part of a group application (a grade, a campus) you may submit an individual grant as well as the group grant.

1. Grant proposals must present an innovative, creative approach to an identified classroom need or provide an opportunity for students or staff that is outside of the normal campus or department budget. Grant proposals and plans must fit within the established Allen ISD curriculum framework or be a student-based project.
2. Projects must be measurable, have an evaluation component and demonstrate potential for a measurable impact on student achievement. Grant proposals should support district or campus goals.
3. Grant proposals containing a technology component must have approval from Allen ISD Technology prior to submission. (Complete the Google Doc and Help Desk Ticket which are part of the application.)
4. Grant proposals containing any type of permanent installation or alteration to a classroom or campus must have approval from Allen ISD Facilities Department prior to submission. (Complete the Facilities Google Doc which is part of the application.)
5. Grant recipients will assist the Foundation in documenting their project. Grant recipients must also provide information to parents about the project; share successful procedures with fellow staff; and be willing to work with the Foundation in acknowledging support of Foundation donors.
6. Funding for Foundation grants will be available after September 1, 2023; grant expenditures may not begin until after Sept. 1, 2023 and should be completed before the end of March 2024.
7. Grant proposals will be considered according to all EEOC guidelines of non-discrimination.
8. Grant funds will be dispersed by the Foundation through the Allen ISD Accounting office; grant recipients must follow Allen ISD purchasing guidelines.
9. Grant proposals are evaluated by the Foundation Grant Committee and members of the Allen ISD Learner Services Department; final approval is made by the Foundation Board of Directors.
10. Grant awards for the 2023-2024 school year will be announced in May 2023.
11. All materials and resources purchased with Foundation grant funds are the property of Allen ISD and should remain on the campus to which they were awarded unless otherwise approved by the Foundation director and campus administrators.