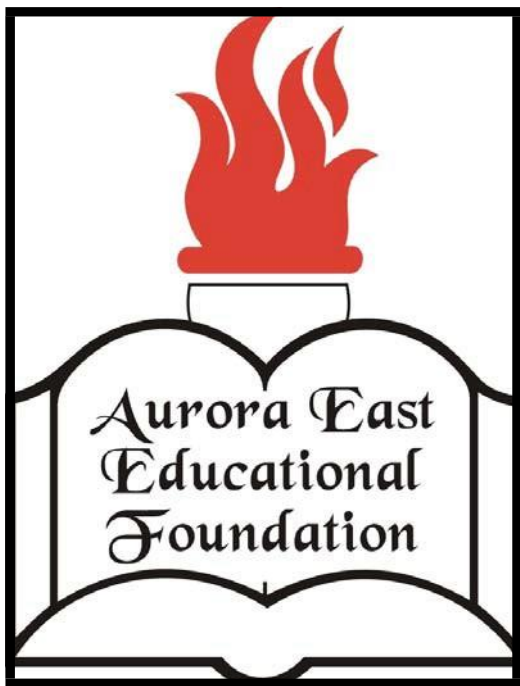


EDUCATIONAL GRANTS 2017-2018



REQUEST FOR PROPOSALS

Deadline:
Friday, September 29, 2017



AURORA EAST EDUCATIONAL FOUNDATION

...Creating Opportunities for Excellence

MEMORANDUM FROM THE AURORA EAST EDUCATIONAL FOUNDATION

To: Faculty, Staff, and Service Providers of East Aurora School 131

Fr: AEEF Educational Grants Committee

Re: Request for Fall Grant Proposals

The AEEF will be offering a grant opportunity for the 2017/2018 school year and applicants can apply for grants up to **\$1,500 per grant**.

Grant Proposals must be submitted pursuant to the AEEF guidelines and priorities as outlined in the attached Request for Proposal.

GRANT PROPOSALS ARE DUE: Friday, September 29, 2017

All proposals will be reviewed and the awardees will be notified by the end of October 2017.

The purpose of the AEEF Grant Program is to allow innovative ideas to be tested and the education of our youth to be enriched through these ideas. Past activities have been very successful and have made the educational experience of our students even more rewarding. We know that many of you have many creative ideas that simply need extra support. This is your opportunity to bring those ideas to life.

We look forward to reviewing your proposals and funding those ideas that will foster educational achievement, creative thinking, and motivated interest in our youth.

**NOTIFICATIONS WILL BE SENT TO THE
CONTACT PERSON AND TO THE BUILDING PRINCIPAL.**

AURORA EAST EDUCATIONAL FOUNDATION

REQUEST FOR PROPOSALS

The Aurora East Educational Foundation (AEEF) was established in 1993 to provide funds and resources for the enhancement and enrichment of the educational programs and activities of East Aurora Public School District 131. The AEEF attracts private funds and resources to support programs and services not funded with tax dollars. Funding for projects and programs comes from interest earned on the endowment. The AEEF is a not-for-profit corporation directed and governed by a group of private citizens, most of whom are graduates of East Aurora High School, business owners or District residents.

The AEEF has established an educational grant award program to benefit the students of East Aurora School District 131.

GUIDELINES FOR GRANTS TO BE AWARDED FOR THE 2017-2018 SCHOOL YEAR

District 131 staff and administrative personnel are eligible to apply for the AEEF Grant.

**The deadline for applications is
Friday, September 29, 2017 AT 4:30 P.M.**

NO application received after the deadline will be considered.

**Ten (10) copies of the completed grant application must be delivered to:
School Service Center
417 Fifth Street • Aurora, IL 60505
Attention: LISA MORALES**

- The AEEF Board of Directors will determine which grants will be awarded at its next meeting after the application deadline. Individuals awarded grants will be notified and copies will be sent to the building principal.

AURORA EAST EDUCATIONAL FOUNDATION

POLICY FOR REQUEST, SELECTION, AND DISBURSEMENT OF FUNDS

I. FUNDING PRIORITIES

In keeping with the philosophy of the Aurora East Educational Foundation, the Foundation will select those programs, activities, and purchases that will enhance, enrich or support educational opportunities for all students in the Aurora East Public Schools.

- a. Foundation funds will be appropriated for initiatives such as:
 1. Student enrichment programs and activities including afterschool and summer opportunities in science, writing, vocational, education and fine arts.
 2. Artists in residence programs including authors, performers, artists, scientists, technologists, and artisans.
 3. Development of programs and activities that promote, create, and foster an awareness and concern for societal and environmental issues.
 4. Special programs and activities for parents, students, and the community with recognized speakers and resources.
 5. Seminars, workshops, and other opportunities for educators regarding new technologies, knowledge, and teaching strategies.
 6. Development of state of the art laboratories and resource centers including specialized equipment, technology, and teaching materials.
- b. All grade levels and curricular areas will be considered.
- c. Foundation grants will fund programs, activities, and purchases that are not part of the District's regular operating budget.
- d. Foundation funds will not be appropriated for salary increases, the purchases of textbooks for the regular curriculum or for the purchase of operational supplies.
- e. Requests for technology must adhere to the districts technology platform. If any technology proposals are received by the committee, these will be vetted through the Assistant Superintendent for Educational Services for approval first before being considered by the AEEF Grants Committee. Once approved, any purchases must go through the Technology Department.
- f. All grant applications must have the building principal's signature and must not take the place of any standing curriculum or district initiative.
- g. Those individuals receiving awards must submit a report to the AEEF Grants Committee at the SSC, 417 Fifth Street, Aurora, IL attention Lisa Morales by May 1st regarding the outcome of the proposal.

II. PROCEDURES FOR REQUESTS

- e. A request can be initiated by faculty, staff, students, administrative personnel, citizens, and other civic, governmental or community organizations.
- f. Requests must be submitted on the Foundation Grant Application Form.
- g. Requests must be submitted by **Friday, September 29, 2017 AT 4:30 P.M.**

III. SELECTION PROCEDURE

- h. The Chairperson of the Board of Directors will appoint a Selection Committee annually, known as the "Educational Grants Committee" that shall consist of six (6) Board members, at least one of them whom shall be a member of the Executive Committee.
- i. Whenever possible, District personnel will be included as resource people when reviewing proposals for funding.
- j. Annually, the Foundation Board may make an appropriation that establishes funds available for distribution.
- k. All requests will be reviewed for compliance with the philosophy, request procedures, and criteria outlined in sections I, II and IV.
- l. The Educational Grant Committee will recommend proposals for funding to the Board of Directors of the Foundation who will, by vote, make final selections.
- n. The Aurora East Educational Foundation shall be acknowledged as donor in all publicity which relates to the funded project or program.

IV. SELECTION CRITERIA

- o. All requests will be reviewed by the Educational Grant Committee in the context of the philosophy outlined in Section I of this policy statement.
- p. The following criteria will guide deliberations regarding requests. These will not necessarily be the only criteria used to make the final selection and decision:
 - Number of students benefited
 - Benefits to a diverse group of students
 - Positive, continued benefits
 - Inability of existing programs to provide the proposed program or activity

**AURORA EAST EDUCATIONAL FOUNDATION EDUCATIONAL
GRANT PROGRAM
2017-2018 SCHOOL YEAR**

PROPOSAL FORMAT

1. **COVER PAGE** *(please see next page)*
2. **PROJECT DESCRIPTION** (one or two paragraph summary)
Please identify the innovative/creative aspects of the proposal.
3. **PROGRAM GOALS**
 - a. Goals and objectives
 - b. Expected student outcomes
4. **PROJECT PERIOD**
 - c. Implementation date
 - d. Completion date
5. **EVALUATION**
 - e. How will you evaluate the impact and demonstrate the effectiveness of this project or program?
6. **BUDGET**
 - f. Itemized budget (materials, consultants, travel, etc.)
 - g. Are other resources or revenues available?

*All proposals will be judged by the same criteria and standards and thus must follow the outlined proposal format and guidelines. **Please limit all proposals to five (5) type written pages.***

Ten (10) copies of the completed grant application must be delivered to:

**School Service Center
417 Fifth Street, Aurora, IL 60505
Attention: Lisa Morales**

**THE ABOVE OUTLINE IS FOR INFORMATION PURPOSES ONLY
PLEASE DO NOT INCLUDE THIS PAGE WITH APPLICATION**

AURORA EAST EDUCATIONAL FOUNDATION

GRANT COVER PAGE

- MUST BE ATTACHED TO APPLICATION -

CONTACT PERSON(S)

SCHOOL

POSITION/TITLE

PROJECT/PROGRAM TITLE

PHONE

E-MAIL

Has an application for this project been submitted to AEEF previously? ____YES ____NO

If yes, when _____

TOTAL AMOUNT REQUESTED: \$ _____

One specific amount is required. Not to exceed \$1,500.

Please Read and Sign Below

I, the undersigned, grant to the Aurora East Educational Foundation and East Aurora School District 131, the right to use this proposal and results of the proposed project, if funded, for instructional purposes within East Aurora School District 131.

Applicant Signature

Date

Principal's Signature

Date

**Ten (10) copies of the completed application must be submitted by
Friday, September 29, 2017 at 4:30 p.m.**