Grant Writing

Tips for staff of Olentangy Schools applying for an OEF Grant

Grant Guidelines

- Directly impact Olentangy students
  - The more students it impacts, the better
  - This can be directly or indirectly, make sure you specify all types of impact.

- Be used to purchase tangible items.

- Funds may be used to compensate outside consultants, speakers, etc. who work with students or parents, but may **<u>not</u>** be used to compensate Olentangy Employees.

Grant Guidelines

- Grant items must remain in the designated school building with the corresponding program unless the *program* moves to another Olentangy Schools building.

- Be approved by the faculty member's principal or supervisor.

- Be implemented in the specific school year for which the application is submitted.

- Have any proposed changes approved by OEF prior to the project's implementation.

- Be self-sustainable after the initial OEF grant. (Please make sure to provide details to your overall plan!)
  - Awarded grants must be purchased and implemented within the granted school year

The Olentangy Education Foundation typically does <u>not</u> fund:

- Materials or programs that are included in an Olentangy Schools budget

- Travel expenses

- Classroom furniture - This includes alternative furniture that may be funded by the district, and/or individual school grants/funds.

- Programs or materials unable to sustain themselves after the initial grant. Please make sure to provide details of your long term plan.

- Field trips (except student registrations), disposable items, or conferences and seminars.

Selection Criteria (Completed Application Requirements)

- The application:
  - includes research data that supports the project or origin idea.
  - includes clearly defined methods and tools that will be used to measure the desired results.
  - shows consideration has been given to multiple funding sources.
  - has qualifications or training to use the grant funds as intended.

Project Selection Criteria

- The project:
    - provides a description of how the project is creative, innovative and extends beyond the average classroom/school experience.
    - affects many students and/or teachers. A project may indirectly impact a larger number of students and/or the school community. Make sure to explain who and how your project impacts those students.
    - is sustainable after the initial grant.
    - directly relates to the strategic plan and/or the district benchmarks.
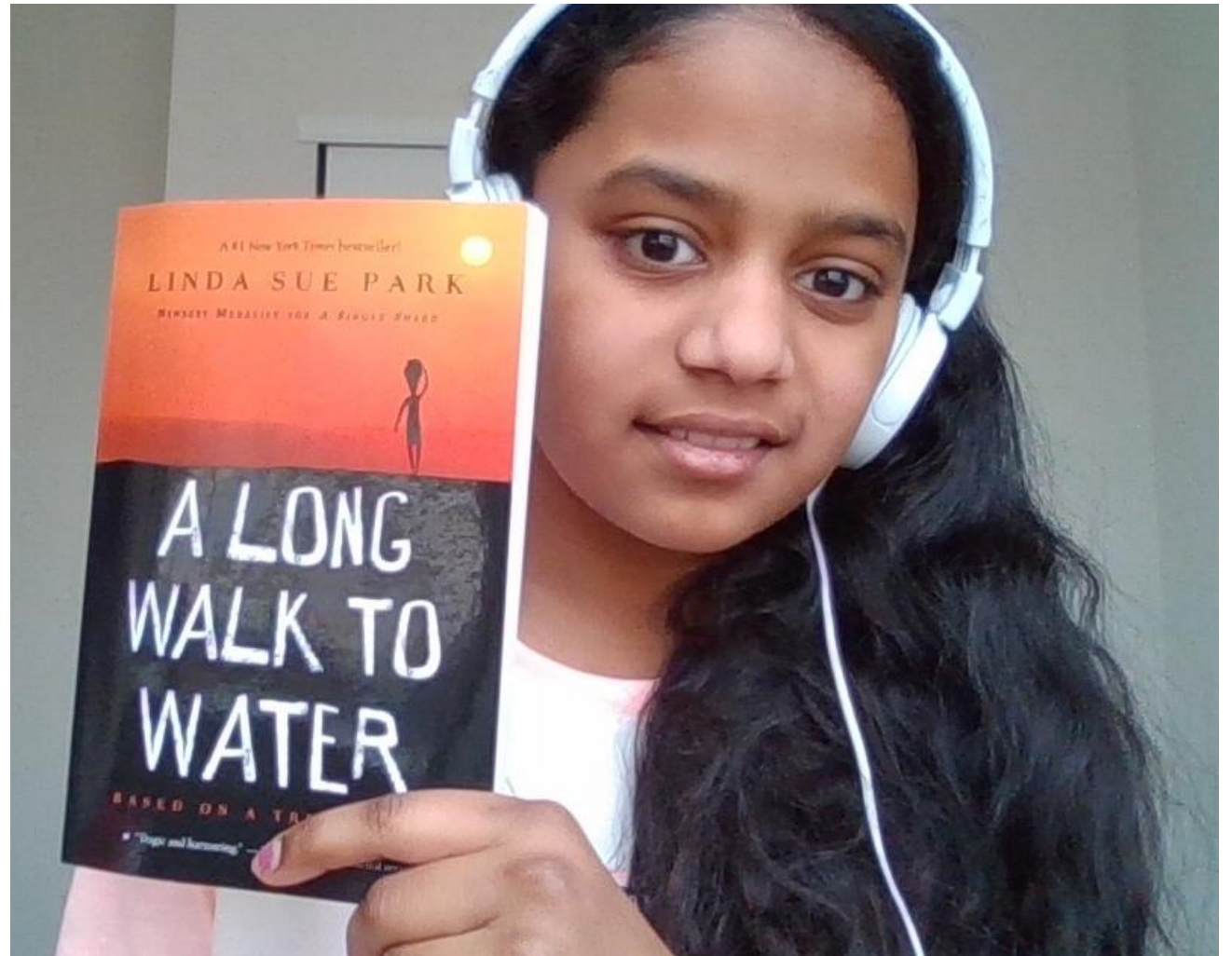   - promotes collaboration between teachers/grades and programs.

Recommendations when completing the application

- Verify with Olentangy School's Technology Department to confirm electronics and programs are compatible and approved prior to submitting your application.
  - Also, verify with technology department what the replacement or damage plan for items' purchased would be. Please provide this information in your application.

- If you are requesting books, please have cost quote from Barnes and Noble or Bean Bag Books.

- If you are ordering an Apple product please have cost quote from Apple for most consistent pricing.

- All items purchased should be tax free, verify if there is a tax exemption.

- Provide details of why your grant is innovative, creative and what makes your grant special.
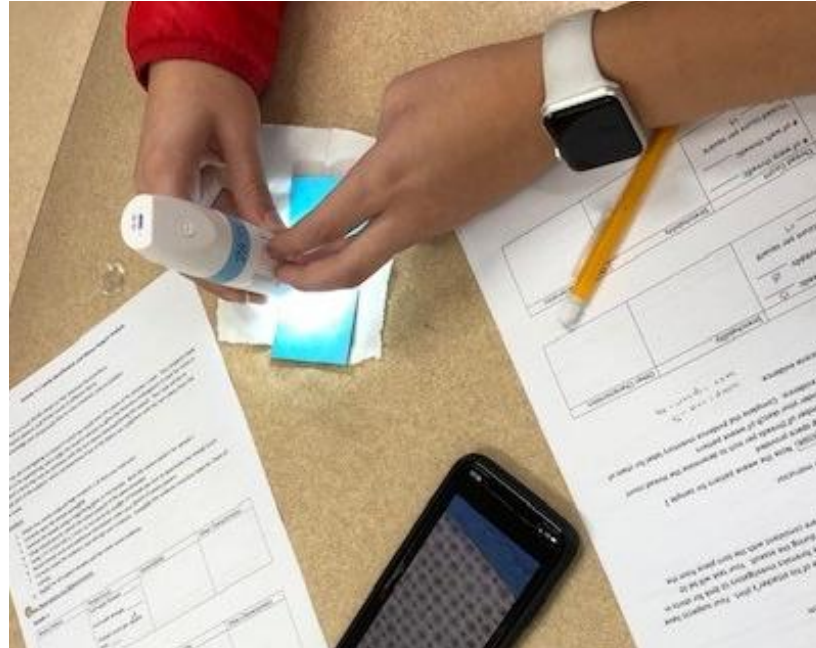
OEF

Examples of Prior Grants

The Water Project

This project combines literature with a service project to allow students to fully understand the global water crisis. The students will be immersed in information regarding a way of life completely different from their own and have the opportunity to make a positive impact on communities in need. By educating students about this issue, we will open their eyes and minds to global issues and show them that they have the potential to make a difference.

Integrating Microscopy with Technology

USB/Bluetooth Digital microscopes will provide an opportunity for students to work in groups and observe small organisms and forensic evidence using familiar technology.

OOMS Creativity Center

The OOMS Creativity Center builds upon an established flexible learning environment in the atrium and seeks to provide a space where values about thinking and learning are present. Our goal of this space is to encourage students and staff to practice creativity through interactive, engaging activities.

OEF Grant Timeline

- Grant Application Available - February 1st - April 10th, 2024

- OEF Grant Office Hours - March 8th, 2024, 9:00-11:30am

- Applications Reviewed - April 19th - May 3rd, 2024

- OEF Board Approval - June 4th, 2024

- OLSD Board Approval - June 2024

- Notification to Applicants - July 2024

- Purchase Orders due to Central Office - Early August

Link to Application

https://www.olentangyeducationfoundation.org/oefgrants

Questions???

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THANK YOU