



STUDENT ENRICHMENT INITIATIVES

The Foundation and its donors believe innovative and creative approaches to teaching can benefit our students. To this end, the Foundation developed the Student Enrichment Initiatives Program.

APPLICATION GUIDELINES

Please read carefully to fully understand guidelines and expectations.

- **Award Range: (up to \$2,000)** SEF Student Enrichment Grants are available to all Sanger ISD students in grades K-11. The Initiative provides funds for k-11th grade students, campus and/or staff for student enrichment learning opportunities and/or activities that complement the District's Mission, Strategic Plan and Campus Improvement in supporting Fine Arts, STEM, Leadership Academies, Advance Placement, Duel Credit, etc. Student Enrichment activity initiatives may include, but are not limited to;
Elementary - Field trips to museums, exhibits or special events & Mobile interactive exhibits brought to campus.
Intermediate/Middle - Guest speakers, Mobile interactive exhibits brought to campus STEM Summer Camp registration fees & Field trip to museums, exhibits or special events.
High School - Fee reimbursement for Advanced Placement Exam – Student(s), Summer Leadership Camps – Boys State, Girls State, STEM Summer Camp registration fees, Guest Speakers – Campus, Field trips to local colleges for enrichment exposure including, but not limited to health sciences, engineering, research, design, culinary, fine arts, digital media and technical certifications & for Advance Placement.
The number of initiatives funded will depend upon available funds.

- **Application Deadlines:** **First Monday in APRIL**

If the deadline falls on a holiday, the grant application must be received by 5:00 p.m. the following school day.

- **Notification of Recipients:** Recipients of grant award will be announced in mid-May.
- **Notification of Non-Awards:** Unfortunately the foundation is unable to award all applications submitted for funding consideration. Grant applicants not receiving funding, will receive a written notification before the conclusion of current school year. Applicants can obtain insight on specific reasons reflected in scoring and suggestion(s) for re-submission of application in next funding cycle by contacting the foundation office.
- **Date for Awarding Funds:** Funds for approved applications are immediately available to implement grant award and *payable to the school district the first day of the fall semester*. Funds will be available through an assigned designated SEF Grant Award account code assigned by Sanger ISD and accessed through SISD Finance Department or directly to camp or program as a registration fee. *Recipients **must adhere to all Sanger ISD budget guidelines.***
- **Length of Project:** The projects are funded for six (6) months. Any unexpended funds will revert to the Sanger Education Foundation at the conclusion of the six (6) month period.
- **Applicant eligibility:** **Student Enrichment** eligibility is limited to Sanger ISD current enrolled individual student, a class, an entire grade level, a campus or campuses, or to the District in the form of a district enrichment activity. In the case of team, grade, or district-based proposals, a Project Director **must** be designated to assume overall administrative responsibility for the project, and all related correspondence will

be so directed. *Simultaneous funding of projects for the same individual, department, team or campus will not occur.*

- **Eligible Projects:** All projects must address needs, challenges and concerns to enhance the learning experience and to provide Sanger ISD students with opportunities to participate in learning activities which are over and above the standard curriculum offered by Texas schools. Enrichment activities provide Sanger ISD students with opportunities to participate in learning activities which can be described as unique, challenging, fascinating, intriguing, engaging, once in a lifetime, thought provoking, awe inspiring, etc. These activities provide Sanger ISD students with opportunities to participate in learning activities in Fine Arts, STEM, Leadership Academies, Advanced Placement, Duel Credit, etc. Projects will be judged based on their potential to impact the students overall exposure to enrichment activities. Funds may not replace normal funding from tax-based sources. *Any Products or materials purchased with grant funds become the property of the District, not the individual(s).* The proposal **must** describe some quantitative and/or qualitative method to evaluate the success of the activity. The enrichment activity may cover some travel, consulting fees/honorariums that which align with district purchasing policies. Also, expenses for consumable or single events must be justifiable.
- **Proposal Review:** SEF Student Enrichment Grant applications will be reviewed competitively by a designated foundation Committee. Proposals will be subject to number-coded, blind review relative to applicant(s). Accordingly, specific reference to the applicant and campus should be limited to information on the cover page.
- **Initiative Summary.** **A summary will be required on the form provided at the time of award announcement with a due date at the conclusion of the initiative. *Individuals who do not submit required summary will not be eligible to submit another proposal until the summary have been received.***
- **Guidelines for Completing the Application:**

In writing your grant proposal, **do not refer** to your campus by name, **do not** refer to any supporting staff members by name, and lastly, **do not** include any information that may lead to a conclusion of who you are or which campus is seeking funding. **Inclusion of any of the above will lead to disqualification of application.** Activities are based solely on merit of program and level of being effecting in participating in learning activities which are over and above the standard curriculum offered by Sanger ISD.

Essay should contain the following information: Tell us what you/student(s) are seeking to attend, why it is over and above current opportunities, where it is located, when, what you/student(s) expect to gain from the experience and any other additional information relating to goal of attending/participating in the enrichment activity.

Helpful tools

- **Proof read** your application and essay. Points **WILL** be deducted for spelling or grammar errors.
- Use a size 11 font or larger.
- Limit essay to no more than 1 page.
- **No applications received after deadline will be accepted** for grant review.
- Prioritize your budget items with the most needed placed first and recheck accuracy of budget figures.
- Submit one signed original cover sheet with 6 copies of the application.
- If warranted, list any additional items required to implement the project (question 4) by district, pertain to equipment, staffing, infrastructure capacity and/or any existing material or material/equipment to be purchased or made available by district. Please list any and all collaborative efforts by district.
- In reference to keeping page alignment, reference is made to maintaining “Code_____” at top right hand corner of first page of application upon which blind review is performed. Please make sure “Code” remains in top right hand corner of first two pages of actual application.

Deadline for Initiatives – First Monday in April

Date Received _____

Code _____

**SANGER EDUCATION FOUNDATION
APPLICATION FOR STUDENT ENRICHMENT INITIATIVES**

NOTE: Please type.

Name of Applicant: _____

Is this a student Yes No

Or is this a Teacher or District proposal for a Student Enrichment Activity? Yes No

(If yes, list Project team Leader and members below.)

Applicants Campus: _____ Campus Phone: _____

E-mail Address: _____ Grade Level _____

Title of Proposed Activity: _____

Anticipated Date of Participation: _____

Anticipated Date of Completion: _____

Total Dollar Amount Requested: _____

Applicant Signature: _____ Date: _____

Principal Signature: _____ Date: _____

Please print application and return with 6 copies to:

Sanger Education Foundation

P.O. Box 429

Sanger, Texas 76266

Or to: Sanger ISD Administration Building Interoffice Mail

DO NOT FAX OR EMAIL

NOTE: Review of proposals is anonymous. This cover sheet will not be included as a part of the actual selection process by the Programs Committee. Consideration of your request will be based entirely on the following proposal.

Do NOT include campus or name of Applicant within this application.

**SANGER EDUCATION FOUNDATION
APPLICATION FOR INSTRUCTIONAL ENHANCEMENT INITIATIVES**

DIRECTIONS: Please TYPE. If an appendix is needed for supplemental materials, it must be limited to a maximum of two (2) pages.

Student Teacher Campus District
 Enrichment Title: _____

 Grade Level: _____ Subject: _____

 Start Date: _____ End Date: _____

 Total Amount of Request: _____ Date of Proposal: _____

Please keep page alignment.

Please list your budget request **in order of priority**. Detail your budget request. If a kit is included, please **detail** the contents. Include specific information on registration cost, materials and equipment needed and their sources, duplicating costs, and any other fees, charges, or payments required to participate in activity. Place Asterisk on identified items of priority with in partial funding consideration.

NO STUDENT/TEACHER /CAMPUS or PRINCIPAL name should appear on attached purchase orders, quotes or order forms. ***NOTE: If this initiative is approved, copies of all invoices and proof of payments will need to be attached to a written final evaluation and returned to the Sanger Education Foundation by the end of the award cycle. (10 points)***

QUANTITY	ITEM	COST OF ITEM	SUPPLIER	BUDGET AMOUNT

TOTAL _____

Essay of Enrichment Activity (Limit 1 page) **Essay should contain the following information:** What you/student(s) are seeking to attend, why it is over and above current opportunities, where it is located, when, what you/student(s) expect to gain from the experience and any other additional information relating to goal of attending/participating in the enrichment activity.