

Big Impact Grants General Guidelines

- a) Purpose: The purpose of the Big Impact Grant is to fund, in whole or in part, an innovative program that enhances student learning through hands on engagement in multiple schools across the district.
- b) Applicant: The grant proposal must include two or more schools in a collaborative project or program and impact a significantly large number of students. The applicant can be multiple Greater Albany Public School District schools, professional teams or departments. The grant applicant must be a certified or classified Greater Albany Public School District employee.
- c) The grant proposal must have a written endorsement of a District administrator.
- d) Grant Amount: The Big Impact Grant is typically between \$5000 and \$20,000. The budgeted amount for this program will be determined each year through the Foundation budget process.
- e) Grant seekers must complete and submit the Big Impact Grant application in accordance with the annual grant allocation schedule.
- f) Grant applications will be screened and reviewed by the Allocations Committee. Award recommendations will be brought forth from the Committee to the Board of Directors for final approval.
- g) Grant recipients must submit a final grant evaluation to maintain eligibility for future grant applications. The evaluation, documenting the use of the funds and outcomes of the project is due by the end of the school year. Photos, video, thank you cards from students and other applicable materials are encouraged as part of the evaluation packet. The Albany Public Schools Foundation reserves the right to use the names of grant recipients, project descriptions, and other submitted materials in promotional and publicity materials.
- h) Grants may be used only for the purpose intended and the project/program must be implemented during the school year in which the grant was awarded. Requests for exceptions will be submitted in writing to the Committee and approved at the discretion of the Board.
- i) Projects must support at least one of the Foundation's investment areas: Art, Music, STEM (science/technology/engineering/math), Health and Wellness or Scholastic Achievement. This does not preclude other special requests.
- j) Projects should directly involve students as fully as possible. For example, a film developed for classroom use ideally should be written and produced by students.
- k) Grants can be used to compensate experts who work with students.
- l) Funds can be used to purchase equipment or to provide field trip transportation, but not as the sole reason for the application. Equipment and trips should be just one component of an initiative seeking grant funding.
- m) All materials and equipment funded by the Foundation through the grant programs become the property of the Greater Albany Public School District.
- n) Proposals that incorporate matching funds or community resources will be looked upon favorably. For example, PTAs or school clubs might contribute matching funds, or community organizations could donate needed equipment or services.