

DEERFIELD COMMUNITY

CODE: 654

SCHOOL DISTRICT

DATE OF ADOPTION: 01-21-2008

### GRANT PROPOSALS

To offer the best educational opportunities possible for students of the Deerfield Community School District, the school board will seek as many sources of revenue as possible to supplement the funds provided through local taxation and the basic aid offered by the state.

The district administrator or designee shall keep the board apprised of eligibility for state, federal and/or other program funds and make recommendations for board action.

Grant proposals shall meet the following criteria:

- a. They shall be related directly to the mission, goals, and objectives established within the district's student learning improvement plan or strategic plans.
- b. They shall include evaluation procedures to measure the degree of achievement for the outcomes identified in the proposal or program.
- c. They shall conform to all state and federal laws and board policies.

To provide coordination in developing proposals for grants, all will be forwarded to the district administrator or designee who will ensure all criteria are met. If designee is assigned, the proposal or application will then be forwarded to the district administrator.

The district administrator or designee will take proposals and applications to the board for approval and appropriate signatures if (1) board officer signatures are required; **or** (2) the amount requested is greater than \$3000; **or** (3) there is a commitment of local district expenditures (matching funds), including personnel during or after the project. When submission deadlines make prior approval impossible, the district administrator and the board president/clerk are authorized to sign proposals and applications prior to board approval. In such circumstance, approval shall be requested at the next meeting of the committee and/or board. In no case shall these types of grants be accepted before board approval.

The district administration may approve and return a proposal to the originator for submission then provide the board with information about proposal if (1) board officer signatures are not required; **and** (2) the amount requested is less than \$3000; **and** (3) there is no commitment of local district expenditures (matching funds).

The board will be advised on an ongoing basis of grants received that have been approved via this process.

At the end of each school year, a monitoring report will be provided to the board on all grants applied for, received, completed, or denied.