



GRANTS PROGRAM

STUDENT GRANT INSTRUCTIONS

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**Terrell ISD Excellence Foundation
Terrell ISD Administration Offices
700 North Catherine Street
Terrell, TX 75160**



Dear Perspective Grant Applicant:

Terrell ISD Excellence Foundation is committed to supporting outstanding Terrell ISD students who have a desire to further their educational experiences outside the classroom. The **Individual Student Grant** is an opportunity for students to receive up to \$1,500 to support activities that enhance their educational development.

Individual Student Grants are designed to inspire students to reach beyond their classroom and engage in rigorous educational pursuits that could include such things as National Youth Leadership, NASA Space Camp, or academic summer camps.

Individual Student Grant applications are due at least 45 days prior to required activity deadlines. Guidelines and applications can be accessed and downloaded from our website at www.terrellexcellencefoundation.org. Grant Applications may be submitted (with required approval signatures) to Dana Skelton at dana.skelton@terrellisd.org.

We encourage you to take advantage of this opportunity to apply for funding to support your desire for academic excellence. If you have any questions or need help with your application, do not hesitate to contact Monica Kinsey at monica.kinsey@terrellisd.org or Dana Skelton at dana.skelton@terrellisd.org.



APPLICATION GUIDELINES

INDIVIDUAL STUDENT GRANT

Applications must be turned in no later than 45 days prior to required activity deadlines.

Maximum Award Range:

- Up to \$1,500/Individual Student/One time per individual student per school campus. (The same student could not be awarded more than once while attending the same campus.)
- The number of initiatives funded will depend upon available funds.

Eligibility:

- Student Grants are limited to students currently enrolled in the Terrell Independent School District.
- The opportunity must enhance leadership and/or classroom instruction, not skill acquisition such as camps for athletics, cheer, band, etc.

Notification of Recipients and Awarding of Funds:

- Recipients will be notified approximately 4-6 weeks following the application regarding award.
- Funds will be sent to vendor designated on the application.
- Students served must maintain Terrell ISD student status.

Length of Project:

- The projects are funded for the length of time designated in the application.
- *Any unexpended funds will revert to the Foundation thirty (30) days after the conclusion of the project.*

Eligible Student Initiatives:

- Students are responsible for maintaining their school's expectations and participating in opportunities that align with the District's Improvement Plan.
- The initiatives in no way supersede the school's curriculum.
- If students do not attend the designated enrichment activities 85% of the time, students and/or parents are responsible for reimbursing the Terrell ISD Excellence Foundation.

Recipient Requirements:

- Recipients must adhere to all Foundation and District financial guidelines and policies.
- Recipients must provide an evaluation at the conclusion of the project.
- Recipients may be asked to provide a presentation regarding the project to the Board of Education, the Foundation Board and/or its committees.
- If the grant application is approved, any change to the amount approved or expenditure for items other than those requested must be submitted to the Foundation Board for approval.

Application Review:

- Before the applications are reviewed by the Programs & Allocations Committee, a Terrell ISD administrator will review the applications for the express purpose of assuring compliance with the District curriculum and District Improvement Plan.
- Student applications must be signed by the campus principal.
- Applications shall be competitively reviewed by a designated Foundation Committee and will be judged based on their potential to impact instruction.
- All proposals will be subject to number-coded, blind review relative to applicant and specific campus.
- Applications including references to applicant and campus beyond the cover page will be rejected.

Initiative Summary:

- An evaluation summary is due to the Foundation Office fifteen (15) days after the conclusion of the project. Recipients who do not submit an evaluation summary will not be eligible to submit another application until the report is received.

Application Requirements: To be considered for funding the application must:

- Be typed, grammatically correct and free of spelling errors.
- Be complete (all sections).
- Describe some quantitative and/or qualitative method to evaluate the success of the project.
- Be previously reviewed and signed by building and/or supervising school administrator.

Applications may be submitted digitally by email to: Dana Skelton at dana.skelton@terrellisd.org.