

GRANTS

Grants are given to teachers or staff members of the Cedarburg School District for specific purposes (See guidelines and criteria below). You may [apply for a grant](#) by mailing your grant application to Cedarburg Education Foundation, Inc. (“**C.E.F.**”) at P.O. Box 502, Cedarburg, WI 53012.

Application Deadlines






Grant applications must be received no later than November 1st for grants to be funded the following spring semester and April 1st for the following fall semester. Grant applications that are not timely received will be considered in the next group of applications, except in unusual situations.

Guidelines





The granting resources of C.E.F. are limited. Our intention is to utilize these resources in ways that promote excellence in education in the Cedarburg School District (“**District**”). Please read these criteria carefully before submitting an application.

Criteria



Consideration will be given to projects having the following criteria:




-  the application describes a well-conceived educational plan, and the applicant has completed the application form properly
-  the project has the potential to be used in other classrooms or schools; other teachers may be able to use results of the project
-  the project affects more than a few teachers/students or staff, or the project has potential to impact a larger number of teachers/students or staff; the project is targeted toward an audience identified as benefiting from enrichment
-  the project is important and will make a difference for students; the project has potential to improve the quality of learning in the District
-  the project demonstrates a unique or innovative approach to enhance education in Cedarburg

C.E.F. will fund:

-  technology that promotes educational excellence and innovative instruction
-  on-site or off-site programs that promote innovative learning experiences
-  authors or experts who educate and inspire students and teachers
-  ideas that promote C.E.F.’s mission

C.E.F. will not fund:

-  building improvements
-  projects that would dictate curriculum changes to the District

-  projects for which funding is or should be available through the District
-  projects that are inconsistent with District curriculum guidelines
-  staff positions historically funded by the District

Application Process:

Applications are available in all District school offices and [online](#) at C.E.F.'s website, www.cef.org. Applications must be typed or legibly handwritten. Grant applications will be reviewed as they are received. Grants will be awarded no later than December 1st for the following spring semester and no later than May 1st for the following fall semester. All grants will be reviewed by C.E.F.'s Grants Advisory Committee for recommendation to and approval by the C.E.F. Board. The Grants Advisory Committee is composed of three C.E.F. Board members. The Principal of the affected School is an ex-officio member of the Grants Advisory Committee for grant application review. Grant applications submitted by a community member must be sponsored by a District staff member and acknowledged by the applicable Principal.

Eligibility Requirements

Grants are made to teachers or staff members of the District. Disbursements are made by C.E.F. either directly to the grant recipient or for his or her benefit in accordance with the conditions of the grant award.

Funding Accountability

Grant recipients will be required to report outcomes upon completion. In addition, a grant recipient may be requested to give an interim report to the Grants Advisory Committee or C.E.F. Board during the course of the grant. C.E.F. representatives also may make site visits as appropriate. A C.E.F. Board member may be assigned to each grant to work with the grant recipient to report outcomes.