



Educational Grant Program

2022-2023

The MVEF Educational Grant Program was created to support excellence in our schools by empowering Moreno Valley Unified School District certificated and classified employees with funding to implement projects that will enhance teaching and learning throughout the district. The program provides the opportunity to re-define best practices, explore innovative and inclusive approaches to instruction, collaborate and partner with colleagues, and connect the wealth of knowledge, expertise and talent within the MVUSD community. The MVEF Educational Grants are not intended to replace existing district funding – instead they serve as an opportunity to support pioneering ideas in our schools and provide funding for projects that may be beyond the scope of district or school site funding. Projects must align with department, school, and district goals, and therefore require approval through MVUSD administration at the appropriate school site.

Educator Grant Criteria

Must Include At Least Three:

- Demonstrate a strong curricular justification
- Support at least one MVUSD Superintendent’s Goal
- Demonstrate potential for implementation beyond initial setting
- Include measurement of expected student outcomes
- Include evidence of at least one of the following:
 - Innovative teaching
 - Project-based education
 - Experiential learning
 - New technologies
 - Character development
 - Arts integration
 - Celebration of all people

Must provide Principal approval through application signature and/or email notification.

Eligible Applicants

All on campus employees in the Moreno Valley Unified School District are encouraged to apply. All applicants must have approval and support for their specific grant application from a site Principal. Grant proposals that demonstrate collaboration across grades, schools, or disciplines are especially welcomed. It is our hope that successful grants will be replicated, shared, or adopted districtwide.

Project Period

All approved Educational Grant proposals must take place in the application year – before, during or after school.

Grant Application Assessment and Evaluation

Proposals must be submitted on the MVEF Educational Grant Application. Please be clear and concise in your responses and address all topics on the submission form, including information on who the program will benefit, why it is valuable to students, how it will be implemented, what is particularly innovative, and when it will be considered successful. Please make sure to address the criteria listed above.

Grant Timeline

	Winter	Summer
Submission Windows	Dec. 1 st – Jan. 13 th 2023	June 1 st – August 20 th 2023
Award Announcements	March 1, 2023	September 1, 2023
Funding Availability	March 1, 2023	September 1, 2023
Expenditure Deadlines	December 1, 2023	June 30, 2024
Final Grant Evaluation Reports	December 1, 2023	June 30, 2024

- Submission – All applications must be submitted via the electronic application.
- Evaluation – Proposals will then be presented to the Educator Grant Committee.
- Announcement – All Applicants will receive notification regarding their proposal request.
- Reports – Interim reports are encouraged and appreciated. Invitations to events related to the grant should be extended by email to toby@mvedfoundation@gmail.com

Grant Funding Amounts

Educational Grant Awards range from:

- \$100 to \$500 for individual teacher grants
- \$500 to \$2,000 for collaborative grants including two or more staff members
- \$1,000 to \$5,000 for school grants

Matching Grants Program

If a staff member obtains verified funding from the school site or district, the foundation may match that contribution up to the following amounts:

- \$1,000 for individual teacher grants
- \$4,000 for collaborative grants including two or more staff members
- \$10,000 for school grants

Collaborations are encouraged and will be given priority. Total grant funding for the 2022-2023 school year will be determined by the success of the scheduled fund raising events and determined by the MVEF Board of Directors.

Allowable Costs

- Materials and Supplies: Supplies directly related to the development or implementation of the educational activity.
- Travel: Reimbursement only for cost of school buses.
- Ticket or admission fees.
- Guest Presenter/Speaker Fees.
- Prizes: Cost of school spirit wear, ice cream/pizza parties, or other prizes, not to exceed 20% of grant award.

Grant Review and Awards

The Educational Grant Committee is made of up to three MVEF Board Members and two advisors. Advisors are individuals who do not serve on the MVEF Board and are not current educators or administrators in our district. Each proposal is evaluated individually by each committee member and then further evaluated as a group during 1-2 scheduled meetings. Awardees will be listed on the MVEF website. Applicants who are not granted funding are encouraged to seek feedback and to resubmit applications in the following year. Re-application and approval are required to implement the program for subsequent year(s).

Grant Payment Process

There are four options for utilizing your grant funding:

1. District Purchase Order: It is preferred that you order your **materials and supplies** directly through MVUSD's purchasing process. Your point of contact for purchase orders is your site secretary and the MVUSD Purchasing Department.
2. Receipt-Based Reimbursement: This requires submission of the MVEF Reimbursement Form signed by you and your supervisor, and **MUST include original receipts**. If you purchase online, be sure to print the verification of your purchase. Please do not forget to get your principal's signature on the reimbursement form, otherwise your check can not be processed. Make a copy of your original receipts for your personal records.
3. Payments directly from the MVEF: Items that can be paid directly through the MVEF require the completion of the MVEF check request. This option will only be available to pay third party vendors for services rendered or ticket purchases.
4. Transportation costs: All transportation requests must be made directly through the MVUSD transportation department. Your point of contact for all transportation requests is your site secretary and the MVUSD Transportation Department.

Final Evaluation Report

Reports are a critical and essential part of the grant process because they allow MVEF to share these exciting projects with the MVEF donor community, as well as serve to inspire new projects among fellow staff members. Failure to complete the Final Evaluation Report Grant by June 30, 2023 may affect the potential for the grant to be funded again if re-submitted. If you have any questions about the application or approval process, please contact MVEF President, Mr. Toby Bushee at mvedfoundation@gmail.com.