**PURPOSE**

1. Stimulate innovative educational and experiential programs
2. Foster partnership between communities and schools
3. Support the Fall Mountain Regional School District ’s mission statement
4. Improve student capabilities to become responsible, well-rounded citizens
5. Broaden support for and awareness of public education

**WHO MAY APPLY**

1. Fall Mountain Regional School District employees
2. Fall Mountain Regional School District students
3. Fall Mountain Regional School District community members

**GENERAL GUIDELINES**

1. Full or partial funding will be considered for grant applications that will benefit students in one or more public schools within the Fall Mountain Regional School District.
2. Grant applications for projects that are funded by the school budget will not be approved.
3. Grants applications and level of funding are evaluated based on the following criteria:
	1. Is innovative
	2. Fosters school/community partnerships
	3. Improves student capabilities to become responsible world citizens, voters and community participants
	4. Benefits many students
	5. Brings people and resources together to solve a problem and meets an educational need
	6. Provides a good value for the amount requested
	7. Is well-written and easy to understand
	8. Has potential to have a lasting impact
4. All grant applications must have written approval from the administrator of the school to be benefited.
5. In general, the board will not support grant applications to fund other endowments, annual operating or capital campaigns, scholarships, donations to other charitable organizations, or to political or religious groups, or salary or benefits for an institution.
6. Equipment, materials, and supplies that exist in the district or are normally covered by the district budget will not be funded.
7. In general, the board will not fund transportation expenses that exceed the amount of a school district quote for transportation.

**DEADLINES AND GRANT APPLICATION PROCESS**

1. Grant applications must be submitted online at [www.FMEEA.com](http://www.FMEEA.com) by:
	1. October 1st @ 11:59 PM EST (Fall Grant Cycle)
	2. March 1st @ 11:59 PM EST (Spring Grant Cycle)
2. Within a couple of days of the online grant application submission, applicants will receive a confirmation email from FMEEAssoc@gmail.com containing an attachment to be printed and signed by both the grant applicant and school administrator. In order to complete the application process, the signed document must be scanned and returned via email to FMEEAssoc@gmail.com by the 10th of the deadline month before the grant application will be considered for funding.
3. Grant applications will be evaluated and decided upon by the FMEEA Board of Directors. The Board reserves the right to request additional information from the applicants before the decision is made.
4. The FMEEA Board of Directors will notify the FMRSD Administration of the funds approved for each grant. The school district considers these funds as unanticipated money that is not in the budget. This means they must be accepted per the FMRSD KCD Financial Policy regarding gifts. This will be accomplished by the administration bringing the list of FMEEA grant “gifts” that they have accepted to the school board at their next regularly scheduled public session. The grant approval process will not be completed until the FMRSD Administration has accepted the funds.
5. All applicants and their respective administrator will also be notified by email of the FMEEA’s Board of Director’s decision to ask the FMRSD Administration to accept the grant funds within 10 days of the application deadline.
6. Successful applicants may be invited to make a live or video presentation at an FMEEA function after the conclusion of the project.

**FINANCIAL PROCESS (New process as of Fall 2019)**

1. FMEEA grant funds will no longer be paid to any entity except the Fall Mountain Regional School District. Grantees must work with the District Grants Manager to ensure that all requests for payment for grant expenses are supported by their grant application so that reimbursement can be made directly to FMRSD before June 15th in the school year for which the grant activity occurred.
2. Grantees must submit ALL of their grant related receipts and requests for payment ONLY to the District Grants Manager of the FMRSD.