

## Teacher Grants F-A-Qs

### The Process

The Teacher Grants Committee is made up of NVEF board and non-board members with widely diverse backgrounds (education, healthcare, business, finance, etc.) The grants are read and discussed by this committee without the identity of the applicant's name or school. They are scored holistically by the committee, as a group, based on funds available. All grant requests are taken seriously.

### Annual Needs / Other funding

The committee consults with administrators of the NVUSD regarding particular programs, areas, or schools in need, and is also informed of other funding that has been made available. We use this consultation as a valuable informative tool.

### Grant Requests that will not be funded

- The NVEF will **not** fund salaries for teachers or substitutes.
- Grant funds are for one-time or start-up projects. Any ongoing projects, such as subscriptions, will not be granted more than one consecutive year.
- The NVEF will not fund outdoor education programs.
- The NVEF will not fund Staff Development or Teacher workshops.

### Partial funding

At times, the Foundation will only be able to *partially* fund a request. We feel that some help toward your project is better than none.

### Transferring a grant

If your grant is approved, the item(s) purchased are yours and remain with you while you are teaching in the NVUSD. If you leave the district, the items must remain the property of your present school site.

### Changes

The Foundation requires that you be specific about the item(s) that you request. PRIOR APPROVAL from the Foundation, in a timely manner, must be obtained before any changes can be made. This could result in a denial of your requested changes due to missed deadlines, or exemption from the following year's program.

### Timely Grant Accounting

Every grant recipient is required to return their Grant Accounting form by the deadline. We, as a non-profit organization, cannot justify our accounting books when recipients do not return these forms, nor can we justify our books when recipients wait too long to purchase their item(s). Every effort should be made to immediately purchase your item(s) unless it is a program specifically for the end of the year, which must be explained in your proposal. **We cannot fund a project that will not be purchased by this current school year.**

For any questions, please feel free to call me at (707) 257-8544 or email me at [tmckee27@comcast.net](mailto:tmckee27@comcast.net)

Sincerely,

Teresa McKee  
Teacher Grants Chair