



Gill-Montague Education Fund

Supporting Excellence & Innovation in our Schools

2023 -- 2024

Grant Guidelines

The Gill-Montague Education Fund seeks to enrich district and school educational programs through the funding of mini-grants and special project grants. These grants are competitive. The criteria for evaluating proposals are:

- Projects enrich and support district and school goals and curricula;
- Projects specify clear goals, an implementation plan, timeline(s) and an evaluation process;
- Projects demonstrate a strong connection to improved student outcomes.

Grant Application Timelines

Applications will be reviewed and funds will be awarded based on the criteria listed above.

2024 Applications due December 20, 2023

Applications will be reviewed & voted on at the January 11th Meeting

HOW TO APPLY FOR A GMEF GRANT

Any teacher or staff member in the school district may apply for a grant. This year we will offer 2 rounds of grants. We look forward to receiving your grant applications. Every effort will be made to honor as many grants with part or full funding. The Board of Directors meets on the second Thursday of the month. Any grant applicant may present their proposal in person to the Board of Directors with advanced notice. Please email Carol J. Gloski at cjgloski@comcast.net to schedule a presentation.

All forms are available on the GMEF web site.

1. The **GMEF Application Form** **must** be submitted for all proposals **with all necessary signatures**.
2. The **Request for Payment Form** **must** be submitted to Carol J. Gloski, Treasurer, with all receipts.
3. The **GMEF Final Report Form** **must** be submitted within 30 days of the completion of the project, and for late occurring projects no later than June 15th. This report should describe the outcome of each project.

Completed grant applications **must** be submitted no later than **December 20, 2023 deadline**. Applications **MUST have all necessary signatures**. They can be given to your **building representative**. (see below), mailed to "GRANTS", The GMEF, P.O. Box 383, Turners Falls 01376, or emailed to be emailed to Carol Gloski at cjgloski@comcast.net.

Gill Elementary
Hillcrest Building
Sheffield Building
GFMS
TFHS

Kelly Gobeil
Jessica Fox
Susan Pelis
Jennifer Luciano
Heidi Schmidt

The Gill-Montague Education Fund is a 501.c.3 non-profit organization with its own dedicated Board of Directors. The GMEF is funded through gifts from businesses and individuals, and through the proceeds of its annual fund raising event.

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(2) What are your goals for learners? (25 points)

(3) How will you determine if you've accomplished these goals? (25 points)

Budget Information Required for Grant Proposals

1. On a separate sheet of paper, attach resumes or briefly describe the qualifications of any consultants/presenters who are not district employees and what you intend to pay them.
2. For costs other than supplies, attach bids/quotes, or some form (e.g., catalog page/advertisement) documenting how you arrived at the price.

Category	Amount
Stipends to GMRSD Employees*	
Stipends to Outside Consultants/Presenters	
Memberships/Entry Fees	
Registration Fees for Conferences/Workshops	
Printing/Reproduction	
Supplies/Materials (incl. software)	
Equipment	
Transportation	
Other (describe)	

- * Stipends paid to GMRSD employees can only be for after hours work and may not exceed \$30/hour for teachers. Paras are paid as per their contract, but if not covered by contract, paras' wages cannot exceed \$15/hour. Administrators may not receive stipends.

If awarded a grant, grant recipients must explain how they want to receive funds. **Receipts are required for all purchases.** Grant funds **not** spent by **June 15th** will cease to be available.

Evaluation reports must be submitted within 30 days of the completion of the project, and for late occurring projects no later than June 15th. Grant recipients are expected to provide evidence of the results achieved. Questions about grants should be addressed to Carol J. Gloski at cjgloski@comcast.net

GMEF reserves the right to publicize the programs it funds, including photographs when possible. You are encouraged to submit photos as part of your final report.

Signature Project Leader

Signature of Principal of Supporting School