

MEDICINE HAT CATHOLIC SCHOOLS' EDUCATION FOUNDATION

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School Project Enhancement Grant

The Education Foundation has established the School Project Enhancement Grant to provide Medicine Hat Catholic Schools with the opportunity to apply for funding for their own unique priorities.

OBJECTIVES

- Each year the Catholic Education Foundation may award a grant to a division school up to a maximum of \$5,000.
- The objective of the School Project Enhancement Grant is to enhance school programs/projects/initiatives that fall within one or more of the following funding priorities and which are not funded by Alberta Education.
- All projects and programs must be compatible with the objectives of the Medicine Hat Catholic Schools' Education Foundation.

FUNDING PRIORITIES

Examples of initiatives **THAT COULD BE SUPPORTED** would be as follows, but possibilities are not at all limited.

- a. A program aimed at developing and enhancing the leadership skills of students.
- b. Projects that show innovation and creativity.
- c. Projects that encourage collaboration.
- d. A program to develop appropriate social action activities involving students, staff and parents.
- e. A program to enhance the abilities of regular subject teachers to teach religion both specifically and through regular academic work.
- f. A program to develop and encourage student activities that enhance relationship between the school, the local Parish and the relevant general public community.
- g. Projects that include a thoughtful evaluation plan.

Activities **NOT SUPPORTED** will include:

- a. Purchase of capital equipment (eg. computers, furniture, etc.)
- b. Provision of services, personnel or items normally provided through the Board's or school's budget.
- c. Provisions of uniforms or equipment for sports teams.
- d. Provision of funds to enhance any fundraising activities within the school.

Priority will be given to:

- a. Projects that demonstrate innovative practices, initiative and sustainability
- b. Projects that are at-school student-focused with student participation
- c. Projects that incorporate community partnerships (within the school, with other schools, with parent organizations, with local parishes, and with community groups)
- d. Projects that can demonstrate a direct impact on students
- e. Projects which assist students, teachers and staff achieve a new level of excellence

APPLICATION PROCESS

All schools within the Medicine Hat Catholic Board of Education are eligible to apply for the School Project Enhancement Grant. Applications must be submitted to the granting committee by April 30th.

- a. All applications must be approved, signed and submitted electronically by the school principal.
- b. Only one grant application to be submitted per school OR schools may collaborate and submit joint application.
- c. Applications must clearly demonstrate the links between the project and student.
- d. Proposals should be outcome based so that success can be evaluated.
- e. Applications must provide complete information on budget allocations.
- f. All submissions will be reviewed by the Superintendent before submission to the Grant Proposal Committee.

EXPECTATIONS OF GRANT RECIPIENTS

Schools receiving a grant from the Foundation will be requested to provide the following:

- A final evaluation report at the end of the grant period regarding program outcomes related to goals identified in the initial application.

Final report must include:

- financial expenditure review (money not used for the project will be returned to the Foundation)
- outcome results related to student learning and value impact
- testimonials—student, teacher, parent
- photos and student FOIP forms

GRANT REVIEW PROCESS

- a. Once we receive your online submission and all the required attachments, your application will be reviewed and assessed by the Grant Review Committee. The Committee will then make the final decision based on the Foundation's funding priorities and funds available.
- b. The Committee may call to request a site visit to further discuss your application.
- c. A decision to decline a request does not imply that the applicant's program is not needed or valued, but simply that it does not fall within our guidelines or priorities, or that another project scored more highly on the project ranking.

APPLICATION & GRANTING DATES

- a. Applications must be submitted electronically by April 30th of each year.
- b. Late submissions may not be considered.
- c. Grant announcement will be made directly to school principal by May 31st.
- d. The post-grant evaluations must be submitted by TBA .

**If you have any questions regarding the application process please contact
foundation@mhcbe.ab.ca or call 403-502-8351.**

*Our goal is to help our district schools enrich and enhance student learning opportunities.
We would like to thank those who have taken the time to prepare and apply.*