

Loudoun Education Foundation

Parent Support Group Grant Instructions

Eligibility

The Loudoun Education Foundation is pleased to announce its grant opportunities available to all PTO, PTA and other parent support groups associated with Loudoun County public schools.

- This grant is for programs and projects to be implemented during the 2007-2008 school year.
- Applications must be proposed in the name(s) of the president or other qualifying officer of the PTO, PTA, or other parent support group responsible for implementing the proposed project.
- Applications must be reviewed and signed by the school's principal.
- Applications submitted by a school administrator or staff person will be disqualified.

Grants Available

There is no minimum limit; \$300 will normally be the maximum grant available to the applicant. Preference will be given to applications that demonstrate support through matching funds.

Award Criteria

Primary consideration will be given to applications which:

- Reward or promote academic achievement
- Supplement or enrich curriculum
- Affect as many students as possible
- Have measurable results
- Benefit a diverse student group
- Are creative and innovative

Applications will generally not be considered that

- Provide money to pay parent group or LCPS personnel
- Provide money for materials or supplies which might ordinarily be included in the LCPS budget or for food or student incentive items
- Duplicate existing programs or grants awarded under the Loudoun Education Foundation teacher grant program

Application Process

1. Go to www.loudoueducationfoundation.org to download an application.
2. The application must be typed and all four sections must be completed.
3. Additional information may be included; however, the entire application must total no more than five (5) pages.
4. The signature of the school principal on the application is required before submission

5. Mail the completed application with attachments to:
**Loudoun Education Foundation
Parent Support Group Grant Program
21000 Education Court
Ashburn, VA 20148**
6. Application must be received by August 3, 2007. Neither LCPS nor Loudoun Education Foundation can be responsible for misdirected or delayed mail.

Selection Process

All proposals received by the stipulated deadline will be screened for adherence to criteria prior to being forwarded for review by the Grant Review Selection Committee. Final selections will be made in accordance with the above guidelines. **The award of grants will be announced on or about August 27, 2007.**

Summary Report

Grant recipients are required to submit a short summary report by the end of the school year that describes their project and highlights its successes.

During the life of the project, we ask that any relevant print material include the following statement: "This project is sponsored by a grant from Loudoun Education Foundation."

Questions

If you have questions now or as you write your proposal, please call the Foundation's office at (571) 252-1808.