

Policies and Procedures on FUNDRAISING AND GRANTS

Funding Amount	Applicant	Process	Assistance from SDP Offices (where applicable, if Intent to Apply is approved)	Advantage System/ Student Activity Fund	Resolution Required?	Who Writes the Resolution?
More than \$20,000	School (District)	Submit School Intent to Apply to Grant Oversight Committee for approval	Grant Development - brainstorming, consultation, editing, Superintendent signature, application submission Grants Fiscal - budget Research & Evaluation - evaluation	Advantage -- more than \$5,000 -- District employees or consultants are paid Student Activity Fund -- \$5,000 and under (no District employees or consultants)	Yes	Principal
More than \$20,000	Outside organizations/ partners	Submit Intent to Apply to Grant Oversight Committee for approval	As Needed - Grant Development - editing, support letter Research & Evaluation - varies	n/a	Yes	If grant is for 1 school -- the Principal If grant is for 1+ schools -- the program office
Less than \$20,000	School (District)	Recommended: (Not Required) Inform Grant Development of your intent	Grant Development - brainstorming, consultation, editing, Superintendent signature, application submission Grants Fiscal - budget	Advantage -- more than \$5,000 -- District employees or consultants are paid Student Activity Fund -- \$5,000 and under (no District employees or consultants)	No	n/a
Less than \$20,000	Outside organizations/ partners	Recommended: (Not Required) Inform Grant Development of your intent	As Needed - Grant Development - editing, support letter	n/a	No	n/a