**IPEI Red and Gold Grants Information Sheet**

IPEI will award one-time grants of up to $500.00 each during the academic year to enrich learning for students in the Ithaca City School District.

Red and Gold Grants are awarded three times per year with the following application deadlines: November 2,

2016; January 18, 2017; and March 29, 2017. Applications are due by end of day (midnight). Grant awards are announced within two weeks.

**Purpose:** To provide one-time, needed funds for classroom and/or school projects developed by ICSD teachers, staff, students or community members that strengthen and enrich a school’s curricular and/or co-curricular activities and fall outside the criteria of IPEI’s Teacher Grant Program. Red and Gold Grants are **not** meant for long-term funding for ongoing projects.

**Funding:** One-time grants of up to $500.00 will be made three times during 2016-17. Any durable materials or equipment purchased with Red and Gold Grants funds become the property of the ICSD.

**Who can apply:** Applicants must be ICSD teachers or staff members, students, and/or community members. A community member must partner with an ICSD employee or student. *Applicants may apply for one grant at a time. Once that grant is concluded and the final summary report has been submitted, an applicant may apply for another grant.* If funds are available, separate requests for the same project for multiple classrooms will be considered; however, supporting rationale will be needed as well as the principal’s approval.

**Application Process:** All applications are submitted electronically as email attachments to: RedandGoldGrants@IPEI.org and will be reviewed shortly after the following deadlines: November 2, January

18 and March 29. Applications are due by end of day (midnight).

IPEI may accept grant applications outside these cycles, on a funds available basis only, to address exceptional, last minute requests to fund unforeseen opportunities that arise during the school year.

**Reports:** Grant Impact Summary Reports should be submitted electronically whenever possible and within 30 days of completion. Failure to submit a final report by June 30, 2017 will jeopardize future grant applications. Any unspent grant funds must be returned to IPEI.

Please review the report forms prior to submission of a grant so that you are aware of to what questions you will be asked to respond.

**Agreement Statement:** In submitting this grant application, you will be asked to confirm that this application has the approval of all involved parties including the building principal(s) for all ICSD students and teachers involved.