



**2023-2024
CORONA-NORCO
SCHOOLS
EDUCATIONAL
FOUNDATION**

**GRANT GUIDELINES &
APPLICATION**

**For Corona-Norco Unified
School District Educators**

**“Make a Difference in
a Child’s Life”**

Our Mission:

The Corona-Norco Schools Educational Foundation will promote educational excellence in the Corona-Norco Unified School District by providing financial resources for programs and services that enhance academic achievement and overall student success.



Grant Guidelines

Education Foundation Purpose:

The Foundation is organized for the purpose of providing unfunded needs of the students of our district. Priorities are Academic Intervention Programs, Arts & Music Programs, After School Enrichment, Science/STEM, and Technology Upgrades.

Procedure for Grant Applications:

The Foundation directors meet and review all applications. Deadlines are required to allow applications to be circulated prior to the scheduled meetings.

Applicant Requirements:

- By submitting the Application you AGREE to volunteer in at least two (2) Foundation Activities during the grant calendar year.
- All materials, supplies and equipment secured under the grant are the property of CNUSD and not the recipient.
- Prior to May 30th of the current fiscal year, applicant(s) must submit a summary report describing how funds were used and outcome of project(s).
- Expenditures exceeding the grant award will be the responsibility of the applicant's school budget. Unexpended or residual grant award budgets will be returned to the Foundation.

Grant applications **must** be submitted on or before **October 6, 2023** and received no later than 4PM.

Applications can be sent to:

Corona-Norco Schools Educational Foundation

c/o CNUSD Superintendent's Office

2820 Clark Avenue, Norco, CA 92860 **-OR**

Complete attached application and return to:

Gretchen Doughty - GretchenDoughty.cnsf@gmail.com

Questions about the grant application can be directed to:
Gretchen Doughty - Phone: 951-201-5771

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Grant application areas of focus:

Academic Intervention Programs

Arts and Music Programs

After School Enrichment

Science / STEM

Technology Upgrades:

Please note that electronic devices such as laptops, computers, and iPads must be secured through the CNUSD Purchasing Department.

Description of Grant Request:

Outcome Expected:

How will results be measured?

How will this program improve student achievement?

Project Beginning Date: _____ **Project Ending Date:** _____

Funding Amount Requested: \$ _____ **(Not to exceed \$500.00)**

List other funding sources available (e.g. Title I, PTA, etc.) to be used in conjunction with CNSEF funding.

***PLEASE NOTE:** expenditures exceeding the grant award will be the responsibility of the applicant's school budget. Unexpended or residual grant award budgets will be returned to the Foundation. Grant awards must be expended by April 15 of the current fiscal year

PROJECT CONTACT INFORMATION

Requestor's Name Position (please print): _____

Principals' Name (please Print): _____

Principals' Signature: _____

School Name: _____

FOR OFFICE USE ONLY

DATE INITIALS

Date grant application received _____

Grant reviewed (circle) Approved/Declined _____

Letter sent to applicant indicating approved/declined application _____

Receipts or accounting of expenditures/summary letter received-funds dispersed _____

Amount Awarded \$ _____

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1. Please indicate location of Instruction: _____ Classroom _____ Distance Learning _____

*** Software Purchases: Software apps must be web-based, or installed on district owned and supported devices. Supplies and Services must meet protocols with regard to District standards ***

2. What will be the student learning outcomes?

3. What will be the ongoing impact on your school of this project?

4. Please attach the anticipated budget and quotes for this project. Make sure costs are itemized including tax and shipping. Requests for funding of computers, devices, equipment or materials must be coordinated through the CNUUSD Purchasing Department. Please call 951-736-5050 for assistance or price quotes.