

## Grant Checklist

*The proposed grant must meet the following requirements:*

- **Curriculum Support:** either supports the established curriculum of District 57 or the teacher's efforts to enhance the learning experience in their classrooms. If the grant request is a curriculum related request, Kristin Vonder Haar ([kvonderhaar@d57.org](mailto:kvonderhaar@d57.org)) has been consulted by November 29 prior to submitting to the principal to ensure alignment with the district.
- **Technology:** supports providing students and staff with the appropriate technological tools and skills to prepare them for the advancements of tomorrow. If the grant request is a technology related request, Mark Fijor ([mfijor@d57.org](mailto:mfijor@d57.org)) has been consulted by November 29 prior to submitting to the principal to ensure alignment with the district technology strategy.
- **Wellness:** encompasses the nutritional, physical and academic well being of District 57 students, as well as addresses student safety inside and outside of schools. If the grant request is a wellness related request, Jason Kaiz ([jkaiz@d57.org](mailto:jkaiz@d57.org)) has been consulted by November 29 prior to submitting to the principal to ensure alignment with the district.

**Please also check the following boxes before submitting grant request:**

- The grant clearly states how it meets the requirements of Curriculum, Technology, or Wellness.
- Discuss the grant with administrative staff by November 29 and the building principal to ensure that what is being requested cannot be funded under the building's budget or the district's budget.
- Discuss the grant with the building principal to make sure it aligns with school/district goals.
- The proposal clearly describes how the project/activity will enhance student learning. Documentation/evaluation strategies are described thoroughly.