



Cape Coral Municipal Charter School Foundation

Guidelines for 2011 - 2012 Grants Submissions

The mission of the Foundation is “...to assist the City of Cape Coral Municipal Charter Schools in their quest to provide students with a unique learning experience in preparing them for success...” in life. In keeping with our mission and current financial capacity, the guidelines below apply to all funding requests.

Classifications: Mini-Grants or Special Consideration Grants

1. Mini-Grants apply to funding requests up to \$500.00 and support projects/programs and equipment or materials purchases with application for the current or multiple school year(s).
2. Mini- Grants are for expenditures not covered by normal curriculum funding by Lee County.
3. Strong consideration will be given to grant requests for combined classes within Grade/Subject.

Authorized Submitters: Education Staff

1. Instruction personnel for all grades and across all subjects may submit requests.
2. Notification of submissions must be given to the school principal and may require approval(s) and/or other authorization(s).

Request Submissions:

Formats

1. A grant request form, in preferred MS Word format, is available at: www.capecharterfoundation.org and must be sent to: minigrants@capecharterfoundation.org
2. A typed request may be submitted using the Municipal Charter School Grant Application Form available from the office of the principal and can be mailed to:

**Municipal Charter School Foundation
PO Box 150381
Cape Coral, FL 33915-0381**

Frequency

1. There is no current limit on submissions; however, consideration will be given to distinguishing aspects of multiple submissions, effective use of prior similar grants, and available funds.
2. Requests can be submitted at any time during the school year and as funds are available.

Submission Review:

1. All grant requests will be reviewed by the Foundation’s Grant Committee and decisions are final.
2. The Committee may seek additional information on a submission to aid its evaluation process.

Performance Measurements:

1. Grantees will be asked to report on the criteria used to measure the effectiveness of the grant.
2. Grantees will also be asked to report actual achievement(s) and may be requested to provide testimonials.

Applicants with questions or seeking additional information about the submission process should contact us at: minigrants@capecharterfoundation.org or call 239-214-2633.

Thank you for your participation in the grants programs for the Charter School Foundation.