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*Sun Prairie Education Foundation, Inc*  
*Grant Application Guidelines*

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The Sun Prairie Education Foundation provides educational opportunities twice each academic year: one after the first quarter and one after the third quarter. These grants are available to SPASD staff, educators and community members to provide extraordinary learning opportunities for students in the Sun Prairie Area School District.

The Sun Prairie Education Foundation favors grant projects that:

- Support the Mission of the Sun Prairie Education Foundation  
*Inspiring educators to provide extraordinary learning experiences  
for every child in the Sun Prairie School District.*
- Demonstrate educational innovation
- Promote original, creative ideas
- Are not supported through normal school budgets
- Provide extraordinary learning opportunities that impact many students
- Address one or more district academic standards
- Show collaboration within the school district and/or community

The Sun Prairie Education Foundation grant application process is not designed to fund items the school district provides such as:

- Staff salaries
- Supplemental curriculum
- Staff development
- Scholarships

When submitting an application for a grant the following criteria must be met:

- Grant requests must receive approval PRIOR to the grant being initiate
- The grant must conform to the mission statement of the Sun Prairie Education Foundation
- The grant application must demonstrate extraordinary learning opportunities for students
- The grant application must be clearly written, all sections must be completed including all required signatures (applicant, building principal, endorsements supporting the grant application)
- The grant must be submitted by the due date to the Sun Prairie Education Foundation as indicated on the application.