



Purpose – Every Student, Every Grade, Every Year

The SEF Experiential Learning Fund that will provide each grade, each year, a consistent source of funding to be used for a grade-wide enrichment experience. By the time students graduate, the fund will have enhanced their educational experience in some way, every single year, K through 12. This will allow SEF to consistently fund enrichment activities in a way that is equitable for all students, each year, above and beyond the funding requests received through the Lightning and Teacher Innovation Grant program.

Criteria

Funds must be used for a meaningful experience for the whole grade that is enriching or an enhancement of the curriculum. Examples could be a fieldtrip to a museum or live performance, a visiting lecturer, author or artist, a service-learning project, an activity related to a grade-wide read, or the launch of a new program, e.g. reading buddies or mentoring. Activities can repeat or they can change from year to year. The fund will not cover equipment or consumables—it is intended specifically for educational *experiences*.

Submission

Application forms should be submitted to building principals for approval. Forms are fillable PDFs and can be downloaded from the SEF website at skanedfoundation.org. Documents should be submitted in digital format. No handwritten applications, please.

Approval Process

Funding provided will equal up to **\$800 per grade per year**. This should create an opportunity for cross-curricular, grade-level collaboration as teams come together annually to discuss the best use for the funds. The building principal will approve the fund use, then submit the application to SEF for requisition of funds. No additional approval process is required on the part of the foundation.

Award of Funds

Funds are paid directly to the district office. The business office will set up an account for the recipients to make use of the funds. Payment will be made within 5-10 business days of receipt.

*Funds that remain unused by the end of the scholastic year will **not** carry over to the following year.*

Reporting Requirements

1. **Put an enthusiastic blurb in your school newsletter/eblast** letting parents know that the experience was made possible through funding by the Skaneateles Education Foundation. When parents and the community know their money is being put to good use, they continue to give, and SEF continues to fund great projects! A quote from a student, teacher or principal carries the most weight. Please also send a copy of your blurb to Heather Carroll at heather@skanedfoundation.org for use on SEF website.
2. **Take photos and/or videos. Photos are a very important part of our communications with the community.** Share with SEF important dates associated with the project.
3. **Submit short evaluation by the end of the school year.** We want to hear the impact of the project! Even if the end-result was not what you anticipated, it will be helpful to know where the challenges or obstacles were and any possible solutions you see in hindsight.

Please direct any questions to: Heather Carroll, SEF Executive Director

MS Rm M139, 315-291-2212, heather@skanedfoundation.org



Experiential Learning Fund Form

Date Submitted: _____

Program Title: _____

Grade Level: _____

Applicant(s): _____
(include your title, e-mail and phone)

Estimated Total Cost: _____

Academic Disciplines Engaged:

- English/Language Arts
- History/Social Studies
- Math
- Science
- Fine Arts
- Music/Drama/Dance

- Technology
- Engineering
- Professional Development
- Wellness
- Other _____

Project Description and Goals

Project Objective:	
Date/ Time Frame:	
Anticipated Impact:	

How does this enrich and support your grade level curriculum?

Estimated Budget for Project

(Include costs for anticipated materials and resources)

Item Description	Quantity	Unit Cost	Total Cost
		TOTAL:	

Project Narrative / Why are you excited about this project for your students?

Funding for the Experiential Learning Fund is generally made available within 5-10 business days from the time the application is received by SEF. Please note here if the timeline of the request is time-sensitive, and if so, what the deadline is.

_____ **NOT URGENT** _____ **TIME-SENSITIVE** _____ **DEADLINE**

Principal Signature and Date: _____

Curriculum Coordinator Signature and Date: _____

Superintendent Signature and Date: _____