August 17, 2026

OSWEGO FOUNDATION FOR EDUCATIONAL EXCELLENCE (OFEE) GRANT

The Oswego Foundation for Educational Excellence (OFEE) is a community-based group of volunteers committed to the goal of enriching and enhancing educational opportunities for SD308 students and classrooms. The Foundation has been awarding grants since 1995. Funds are generated through donations and events and are dispersed via grants. OFEE awarded grants totaling nearly $15,500 in 2025.

GRANT POLICY AND GUIDELINES

***Grant requests are due to OFEE by December 31, 2026*. Grant funds will be awarded and available after February 15, 2027.**

GUIDELINES FOR GRANT REQUESTS

In keeping with its philosophy and goals, OFEE will present grants to selected programs, activities, and expenditures which enhance and support educational opportunities for students in the SD 308 Schools.

I. Criteria guidelines:
- A. OFEE grants **will be** appropriated for initiatives/programs for student enrichment including programs in science, humanities, art, technology.
- B. OFEE grants **may pay** for part of a proposal if the applicant provides some options.
- C. All grade levels and curricular areas **will be** considered.
- D. OFEE will fund programs, activities, and expenditures which **are not** part of the District 308's regular operating budget.
- E. OFEE grants **will not** be appropriated for the purchase of textbooks or for operational supplies that support regular curriculum offerings.
- F. OFEE grants **will not** be appropriated for salaries or training costs of the applicant(s).
- G. Funds requested for expenses for extracurricular **must include** the portion the participants will pay.

II. SELECTION CRITERIA FOR GRANTS BY THE COMMITTEE

The requests will be reviewed by the Foundation Board in the context of the Foundation's philosophy and objectives. The Board will utilize the following criteria.
- A. Number of students and levels that will benefit from this request.
- B. Explanation and clarity of the grant's objectives and concurrence with SD308's goals and mission.
- C. Positive impact on students that can be demonstrated and ongoing benefits that

will occur after grant funding ends.

III. REQUEST FOR FUNDING PROCEDURES

A. Requests must be submitted with the **OFEE Grant Proposal Form** and the **Proposed Grant Budget Form.**

B. Requests should be submitted *electronically* to Jamie Modaff, **OFEE Grant Chairperson at oswegofoundationgrants.com** and **must be** received by **December 31, 2026**. Please **do not** send to the District Administrative Center.

C. Requests may be initiated by SD308 faculty, staff, or school related individuals.

D. Recipients of OFEE awards **will be expected to present a summary and evaluation of their activities (such as pictures, written work, etc.) within a year.**

E. If grant activity is publicized, acknowledge OFEE's funding to increase public awareness, future donations and grant participation.

IV. SELECTION PROCEDURES FOR GRANT COMMITTEE MEMBERS

A. The Grant Committee will review all requests for compliance with the criteria as outlined.

B. The Board of Directors of the Foundation **will make the final selections** for funding and notify applicants notified by February 15, 2027.

C, Grants selected for funding will be acknowledged by OFEE with a certificate and letter by February 15, 2027.

V. GRANT APPROPRIATION PROCEDURES

The OFEE Board of Directors will appropriate funds for approved projects and initiatives in the following way:

A. The OFEE Board will annually approve the amount of funds that will be available for grant distribution.

B. The Grant Reimbursement Form including amount awarded and instructions for ordering and purchasing **will be emailed out by February 15, 2027.**

C. **Funds must be used by May 1, 2027.**

Grant funds will be available after February 15, 2027

and must be used before May 1, 2027.

OSWEGO FOUNDATION FOR EDUCATIONAL EXCELLENCE
GRANT REQUEST FORM

Submit electronically to Jamie Modaff at
oswegofoundationgrants@gmail.com

Grant request form is due to OFEE by December 31, 2026

DATE:

NAME(s):

SCHOOL(s):

CONTACT PHONE NUMBER:

CONTACT EMAIL:

GRANT PROPOSAL TITLE:

DESCRIPTION OF PROPOSAL: ***(Additional pages may be added.)***

WHO WILL BENEFIT:

START DATE:_____ COMPLETION DATE:_____

SIGNATURE(s) of APPLICANT(s)_____

_____

PRINCIPAL:_____

Include a budget for your proposal on the following form.

OSWEGO FOUNDATION FOR EDUCATIONAL EXCELLENCE

PROPOSED GRANT BUDGET FORM

PROJECT TITLE _____

PARTICIPANTS: _____

GRANT AMOUNT REQUESTED $_____

EXPENSE ITEM (Describe below)	AMOUNT
1._____	$ _____
2._____	$_____
3._____	$ _____
4._____	$_____
5._____	$_____
TOTAL	**$**_____

OFEE Board Members will address grant proposals in January. Notificationof grant awards will take place by February 15.

OFEE requests that individuals who are awarded grants help to continue the work of generating Foundation grants through donation via payroll deduction $1 or more per paycheck. The donation is tax-deductible.
Grant recipients are expected to participate by attendance or assistance at an OFEE event within 2 years of grant receipt.

Grant funds will be available after February 15 , 2027, and reimbursement requests are due to OFEE by May 1, 2027.