



NPSF Grant Applications Frequently Asked Questions

Q: Who can apply for a grant?

- A. Anyone employed by Norman Public Schools can apply for a grant. This includes, but is not limited to: teachers, librarians, counselors, gifted resource coordinators, principals, assistant principals, curriculum content directors, administrators and support personnel.

Q. What types of grants do you typically fund?

- A. We fund projects that enhance the educational experience for students and have a direct impact on their learning in the areas of reading, writing, literacy, arts, science, technology, engineering, math, physical education, special education and/or any kind of instructional material, project or experience that directly impacts student learning.

Q: Is there anything that the Foundation does not fund?

- A. We generally do not fund professional development or conference attendance. We also no longer fund high school graphing calculators, as they are now provided by the school district.

Q. How does a team grant differ from a classroom grant?

- A. Team grants are designed to provide teachers with an opportunity to collaborate to implement a large-scale, innovative, hands-on, project-based learning experience for a larger group of students. These projects can span an entire grade level, department, school or multiple schools. Team grants should not be duplicates of classroom grants, nor should they be an attempt to obtain a larger quantity of items that would typically qualify for a classroom grant. Team grants should be innovative, collaborative and cross-curricular when possible. A “team” includes two or more teachers and can be from the same school or across the district. Administrators may also be included. **Please keep in mind that fewer team grants are awarded compared to classroom grants, due to the larger budget items.*

Q: I need more than \$1,500 for a classroom grant, or more than \$3,000 for a team grant, to accomplish my goal for the project. What should I do?

- A. Consider looking for other vendors that will help you stay within that budget. Or, consider talking to your principal, parent association or booster clubs for additional funds to cover the difference. Please keep in mind that you must have a plan in place to fund anything outside of the awarded grant before applying for the materials.

Q. What if the cost of my requested items changes after I submit the application?

- A. If you expect the price of an item to increase (i.e. Amazon price fluctuations), we suggest researching the cost history of the item and listing the higher price. In Amazon, price history can be accessed through a link found next to the stated price. It is our goal for

you to have the items you requested, and we cannot provide additional funds to cover price increases after a grant is awarded.

Q: I forgot to include shipping and taxes in my budget and I need more funds to cover the cost of the entire project. What should I do?

- A. Once a grant is awarded, additional funds will not be available, so please include all necessary items and shipping in your request. Please note that tax should not be included, as purchases are tax exempt.

Q. I submitted a grant request but need to change my application. What should I do?

- A. Please contact Alesha Leemaster at aleshaleemaster@npsfok.org or Amy Lawson at amylawson@npsfok.org, as they may be able to assist with minor corrections PRIOR to the submission deadline.

Q. Who can I contact for more information?

- A. For more information, visit www.npsfok.org or contact Alesha Leemaster at aleshaleemaster@npsfok.org or Amy Lawson at amylawson@npsfok.org. If you would like advice from other educators, contact teachers at your site who have received grants in the past. You may also contact the educators below who have agreed to assist:
- Secondary - Molly Dettmann (mdettman@normanps.org)
 - Elementary - Hope Smith (hopes@normanps.org)