

## GUIDELINES FOR APPLICATION FOR SPECIAL PROJECT FUNDS

The District, when seeking and accepting monies from the state and federal government and/or private sources, foundations and donation, shall be governed by the following policy guidelines:

1. Education in the District should be financed primarily from revenues obtained from local and State sources.
2. Any monies available from the state and federal government and/or private sources, in support of educational programs in pre-school, elementary, secondary and adult levels, should be sought only to meet identified needs.
3. All projects shall contribute to the attainment of adopted District goals and be compatible with District procedures.
4. The proposed educational program shall not cause an excessive burden to the existing or any future budgets, and financing shall be provided, either by District funds or project funds, so that support will be maintained continuously for the duration of the project. Projects shall be funded sufficiently to support all direct and indirect costs.
5. The District administration shall retain the direction, supervision and control over all phases of any program.
6. Purchase of equipment from projects shall be done within state and federal guidelines, maintaining required inventories and reallocation to other projects and/or schools as needed.
7. All new proposal ideas will be developed only after Board of Education approval, and proposals shall be submitted to the Board of Education for final approval, insofar as practical, at least thirty (30) days prior to the deadline date for making application for the program. All projects shall follow the established procedures for the District for state and federal and/or private foundation or donation funded projects as far as negotiations, written commitments from the contracting agency, procurement of personnel and material, administration, evaluation and reporting are concerned.
8. Project proposals shall include an accurate picture of the phase-out schedule and District commitments for continuance.
9. The District shall comply with all requirements involved in the acceptance of the project and the project continuance.

Adopted: 12/18/78  
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09/24/07  
09/25/23