

**Hopkins Public School
Board of Education
Student Organization Grant Information
2024-25 School Year**

Purpose

The purpose of the Student Organization Grant (SOG) is to enrich student life and increase student engagement through events and programming sponsored by Hopkins Public Schools' student organizations. Allocated funds should benefit the overall student experience.

Funding Guidelines

- Grant awards will range from \$100 - \$1,000.
- All applications must be completed and submitted by the appropriate deadline. The following deadlines will be used for the 2024-25 school year: **September 27, 2024** and **February 7, 2025**.
- Student Organization Grants are limited to one application per applicant by a specific deadline.
- The application is posted on the Hopkins Public Schools website. You can access the application by clicking [here](#).
- Any application submitted past the deadline will be held until the next grant consideration period.
- **Priority will be given to projects and resources that have multiple and/or continuous uses and impact the greatest number of students.**

Application Process

It is the responsibility of the applicant to thoroughly and clearly explain the purpose and request on the application. The Board will review and discuss each application and decide specific funding allocations.

The Boards' recommendation may be in the form of the following:

- Fund the entire amount of the request
- Deny the entire request
- Fund a reduced amount of the request
- Fund with specific restrictions
- Fund a reduced amount of the request with specific restrictions

After You Apply

All grant decisions and notifications will be sent out via email one day following the Board meeting approving the recipients. If you receive a grant or partial grant, please contact the Hopkins Public Schools Business Office at (269) 793-7261.

Accountability & Reporting

Each grantee must establish program goals and measures and be able to report back on their progress. Areas that should be emphasized include:

- Providing evidence of program success
- Identifying ways to improve
- Measurement and evaluation
- Communication and dissemination of results
- Sharing of best practices

Hopkins Public Schools is tax-exempt; therefore, taxes on purchases will not be reimbursed. Please see your building secretary or contact Kim Bollone for ordering tax-exempt.