

1. Two Grant Types:

- **Mini Grants:**
 - Grant applications seeking less than \$1,000
 - No presentation
 - Approval and funding notification within 6 weeks of deadline submission
- **Impact Grants:**
 - Grant applications seeking \$1,000 or more
 - Presentation to DEF Board
 - 5-minute presentation plus 3 minutes for questions
 - Approval and funding notification within 2 weeks post presentation

2. Grant Deadlines:

- **Fall Application Deadline:** October 6, 2026
- **Fall Impact Grant Presentation:** November 11, 2026 (6-8 pm at Emerald Campus)
- **Spring Application Deadline:** March 6, 2027
- **Spring Impact Grant Presentation:** April 14, 2027 (6-8 pm at Emerald Campus)

3. Worksheets:

- Use the worksheets below before submitting online application:
 - [Mini Grant Worksheet](#) or [Impact Grant Worksheet](#)
 - [Budget Worksheet](#)

4. Administrator Approval:

- Grant applications must include a signed [Principal Approval Form](#) in order to be reviewed by Central Office, then DEF. ***Allow time for this.***
- **IMPORTANT:**
 - Save Principal Approval Form as a pdf
 - Use naming convention "Principal Approval Form [grant name]"
 - Attach your approval form to your grant application

5. 2026-27 Grant Application:

- Before submitting the [Survey Monkey Grant Application](#), complete:
 - Mini / Impact grant worksheet
 - Budget worksheet
 - Principal approval form

Application Keys to Success/Project Viability:

- **Review Past Grants:**
 - Visit [DEF Grants Recipients](#) to get an idea of what past funded grants look like!
- **Connect with Prior Grant Recipient:**
 - Learn from others who have received a grant
- **Co-funding:**
 - Seek co-funding from parent teacher organizations, building funds, and/or community businesses (*reflect pending or co-funding sources in Budget*)
- **Literature Purchases:**
 - Include links to book sets and/or specific titles in your grant application
 - All titles go through DCS approval
- **DEF Common Grant Purchases:**
 - 3D printers, Pockettalks, Communication Stations, or Coding Robots
 - Review [Common Grant Purchases](#) for purchase guidance/budgeting
- **Case by Case Funding Items:**
 - Consumable supplies (depending on how it is utilized within the project or whether it is a first time grant)
 - Food (must be tied to grant purpose and objectives)
 - Repeat event registration fees (i.e., registration at a national conference)

Impact Presentation Keys to Success:

- **Presentation Slide Deck:**
 - Utilize 5-7 pages to tell your project story, including *mission, implementation, budget and measurable outcomes*
- **Budget:**
 - ***Clearly identify your DEF funding request*** and include: other funding sources, in-kind, pending, or secured
 - [Example Presentation with Budget](#)
- **Your Grant Story:**
 - Bring your grant project request to life with a few photos/video clips
- **Project Model/Diagram:**
 - When possible, use models or diagrams to highlight key points of the project, resources, mission/objectives, etc.
 - [Example Presentation with Model](#)

If you have additional questions, email dublineducationfoundation@gmail.com to connect!