



FY 2025 Small Grants for Educators, Support Professionals, & Administrators

We believe educators, support professionals, & administrators are key partners in advancing our shared mission: to ensure all students succeed in school. To strengthen this collaboration, we provide these partners with small grants to close the opportunity gap, enhance educational opportunities for students & staff, & tap the talent & diversity in the MCPS community.

Apply Today!

Visit us at www.mcpsfoundation.org/grants
Multiple applications per school/office allowed.

2025 Timeline

Round 1

- January 10: Application deadline
- February 3: Notification
- February 7: Acceptance deadline
- February 28: Payment distribution

Round 2 – Emerging Needs

Early applicants may receive early payment.

- January 11 – March 31: Applications accepted
- April 21: Notification
- April 25: Acceptance deadline
- May 16: Payment distribution

Funding

Up to \$2,000: Individual Projects – Individual department/school
Up to \$5,000: Collaborative Projects – Multiple departments/schools

Eligibility Requirements

- Applicant is MCPS employee.
- Project & funds benefit MCPS school community.
- Project/related work not in school/departmental budget.
- Project must align with MCPSEF's:
 - Mission: To support student success in MCPS.
 - Vision: A student's circumstances should not predict their ability to achieve.
- Ability to use/commit funds by end of current fiscal year (June 30th).
- Principal/supervisor has approved project.
- Funds cannot be used for:
 - Indirect costs, overhead, grant administration, or similar items.
 - Lobbying & other political activity, as defined by [IRS restrictions on 501\(c\)\(3\) organizations](#).
 - Religious purposes.
 - Technology that is:
 - Not in line with Department of Digital Innovation priorities/policies (e.g., personal computers for students such as iPads, certain software such as IXL).
 - Not approved by Department of Digital Innovation &, if needed, Office of General Counsel & Division of Procurement.
- Field trips that do not follow [MCPS regulations](#) &/or have not yet received MCPS approval, including signed [required forms](#).

- Funds for other organizations, such as local nonprofits/Parent Teacher Student Associations. However, MCPSEF encourages grantees to collaborate with other organizations.
- MCPS staff time that is:
 - Unapproved by principal/department head.
 - Compensated at rates different than union guidelines/by another funding source.
 - For regular hours/duties.
 - For professional development.
 - For an individual tutoring program.
 - Noncompliant with policies, including Conflict of Interest & Community Use of Schools.

Considerations

Reviewers will make funding decisions based on strength of each consideration below.

- Alignment with MCPSEF:
 - Mission: To support student success in MCPS.
 - Vision: A student's circumstances should not predict their ability to achieve.
- Primary goals & activities clear & achievable.
- Project reaches marginalized communities directly & contributes to equity in school community.
- Project improves student learning outcomes.

Application Components

MCPSEF seeks to ensure application submission is easy & encourages you to submit brief responses &/or information from grant proposals you have used previously for an MCPSEF/other funding opportunity.

- Overview
- Timeline
- Team, including identification of primary project lead
- Impact measurements including demographics of primary project participants
- Budget
- Applications with paid staff time for MCPS staff: Signed form indicating principal/director approval
- Applications with field trip: Signed approval form from principal/central office, per MCPS regulations
- Affirmation principal/supervisor has approved project

Sample Projects

- Developing curriculum & supports that prioritize equitable access, including differentiated learning experiences, joy of learning opportunities, & experiential learning opportunities.
- Strengthening MCPS community, caregiver, family, & guardian connections.
- Developing strength, sustainability, scale, evaluation, &/or collaborative opportunities for projects.
- Providing materials to advance student learning.
- Facilitating collaborative professional development, including mentoring, shared learning, & trainings.
- Strengthening training facilities, including in operational settings (*e.g.*, bus barns, maintenance facilities).

Questions?

240-740-3216 | Ed_Foundation@MCPSMD.org | www.MCPSFoundation.org/Grants

Zoom Office Hours December 1, 2024 through March 31, 2025

[Tuesdays 3-4pm](#) | [Thursdays 10-11am](#)

If those times do not work, [book time for a one-on-one conversation.](#)