



Center Area School District

SECTION: PROFESSIONAL EMPLOYEES

TITLE: GRANT WRITING PAYMENT/
COMPENSATION

ADOPTED: FEBRUARY 17, 2005

REVISED:

<p>1. Purpose</p> <p>2. Guidelines</p>	<p style="text-align: center;">433.1 GRANT WRITING PAYMENT/COMPENSATION</p> <p>To encourage the staff to seek competitive grants for the improvement of our instructional program, the following incentive plan shall be in effect.</p> <p>The procedure to be followed by any staff member to initiate a grant incentive shall be as follows:</p> <ol style="list-style-type: none"> 1. Staff member acquires authorization from the building principal, who in turn submits the request to Superintendent or designee for approval prior to any writing. 2. Once approved by the Superintendent or designee, grant writing may commence immediately. 3. Any staff member who would do all the work related to applying for and <u>securing</u> a grant would receive, as compensation, a percent of any grant that the school district receives and agrees to accept. If the grant was applied for and <u>secured</u> by more than one (1) staff member, the compensation would be equally/appropriately divided. The scale for payment would be as follows: <table style="margin-left: 40px;"> <tr> <td>\$0 – \$50,000</td> <td>5% payment to staff member(s)</td> </tr> <tr> <td>\$50,001 – \$100,000</td> <td>Additional 5% of amount over \$50,001</td> </tr> <tr> <td>\$100,001 – \$500,000</td> <td>Additional 2% of amount over \$100,001</td> </tr> <tr> <td>\$500,001 – or over</td> <td>Additional 1% amount over \$500,001</td> </tr> </table> <p>All grants must be of a competitive nature. Grants that are allocated to the district and available through simply the application process are not competitive and will not be compensated as per the above scale.</p> <p>The district must approve the submission of the grant prior to it being submitted. However, in the event of impromptu deadlines, the Superintendent is authorized to</p>	\$0 – \$50,000	5% payment to staff member(s)	\$50,001 – \$100,000	Additional 5% of amount over \$50,001	\$100,001 – \$500,000	Additional 2% of amount over \$100,001	\$500,001 – or over	Additional 1% amount over \$500,001
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\$500,001 – or over	Additional 1% amount over \$500,001								

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submit said proposal.

The payment of the stipend will take place after all money has been received by the district and all final requirements of the grant have been met. If the grant is for longer than one (1) year, the stipend shall be paid on the amount of money received by the district as of June 30th of the fiscal year when the money was received.

Anything that results in the forfeiture of grant money shall result in the staff member reimbursing the district that share of the incentive paid. Reimbursement may be over one (1) school year through payroll deductions. Reimbursement will be on the actual grant funding but not the monies received for preparation for submission.

The staff member receiving incentive money shall be responsible to see that all grant requirements are met for initial granting and implementation of said grant.

Since compensation shall be paid to successful grant writers, no staff member may spend any time during the regular school day involved in the writing and applying for the competitive grant.

The district reserves the right to decline any grant offer based on the specific needs of the district.

Building administration must approve the use of district equipment, supplies, and/or personnel in the development of the grant proposal.

The district reserves the right to rescind this policy at any time without prior notice.

Compensation for Non-Competitive Grants

As already written, grants of competitive nature written by staff on their own time will result in compensation of a stipend to staff as outlined in the policy.

Grants of a non-competitive nature written by staff on district time will not result in any compensation for staff. Non-competitive grants that must be written during the summer by staff on their time, and authorized in advance, will result in compensation based on contractual language.

Supplemental and competitive grants related to non-competitive grants written by staff on their own time will result in compensation of a stipend to staff as outlined in the policy. Supplemental grants written by staff on district time will not result in compensation of a stipend.

In-Kind Grants

Compensation will not be granted for any in-kind gifts made to the district.

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	<p><u>Payment for Grants Not Funded</u></p> <p>Compensation for unsuccessful grants will be calculated as follows:</p> <table data-bbox="548 436 1062 541"><tr><td>0 – 999</td><td>No compensation</td></tr><tr><td>1,000 – 10,000</td><td>\$50.00</td></tr><tr><td>10,000+</td><td>\$100.00</td></tr></table> <p>Note: <u>ALL</u> grants must be reviewed and approved by Superintendent and/or his/her designee <u>prior to</u> submission.</p>	0 – 999	No compensation	1,000 – 10,000	\$50.00	10,000+	\$100.00
0 – 999	No compensation						
1,000 – 10,000	\$50.00						
10,000+	\$100.00						