

# RONDOUT VALLEY EDUCATION FOUNDATION

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www.rvefoundation.org • RVEF PO BOX 3 STONE RIDGE NY12484 • info@rvefoundation.org

## Science Research Program Grant Protocol

#### Science Research Program (SRP) Grant information:

- <u>ELIGIBILITY</u> Students of Rondout Valley Central School District (RVCSD) who are participating in the Science Research Program and who have received approval for their research project by the local International Review Board (IRB) and the Scientific Review Committee (SRC).
- <u>APPLICATION PROCEDURES</u> <u>Two</u> forms, submitted on time are needed to request grant funding.
  <u>AFTER THE IRB/SRC APPROVAL</u>: Complete and submit "<u>FORM A, Grant Application</u>", to the Rondout Valley Education Foundation, Inc., PO Box 3, Stone Ridge NY 12484, by November 15 for consideration of funding after your project is approved by the IRB/SRC. (If you have questions prior to submitting your application, contact the Foundation for assistance at <u>grants@rvefoundation.org</u>
  <u>FORM A</u> includes:
  - your project title,
  - year in program,
  - project proposal and a copy of your research plan (including your estimated budget).
  - All ISEF forms

#### 2) AFTER COMPLETION OF YOUR PROJECT: Complete and submit "FORM B, Final Grant

**<u>Report</u>**", to the Rondout Valley Education Foundation, Inc., PO Box 3, Stone Ridge NY 12484 by April 30 for consideration of grant funding following completion of the project.

- FORM B includes:
  - your project title
  - a description of your research project
  - a description of how the grant funds contributed to your original research
  - a listing of actual expenses and corresponding documentation and receipts
  - your project evaluation the three required Junior Science & Humanities Symposium (JSHS) project certifications; Student, Teacher and Scientist (Mentor).
- 3. GRANT APPLICATION REVIEW and AWARD All applications and final reports will undergo an impartial review by the Foundation Grant Committee. All grant awards will be decided and awarded by the end of the school year. Grant awards are based on available funding.
- <u>4. FINANCIAL PROCEDURES</u> The Executive Director or a representative of the RVEF will be responsible for issuing all grant awards. The RVEF will designate a grant number for each project being considered for funding. Grant funds will be monitored by the RVEF Board of Directors through the treasurer and Foundation Grant Committee.
- 5. RECOGNITION OF GRANT RECIPIENT The Foundation will notify the grant recipient. The Foundation may release the name of the grant recipient through the local media, the RVCSD and/or any Foundation publications. Grants awarded through the RVCSD may be announced at a meeting of the Board of Education. All grant recipients will include in their project/program announcements (ads, publications, media etc.) the phrase "This project/program was funded in part by the RVEF, a 501(c)(3) charitable organization."

The mission of the Rondout Valley Education Foundation is to enhance the educational opportunities for the Children of the Rondout Valley Central Schools in partnership with the larger community.