



2017 Illinois High School Mini-Grants Program

This grant program made possible through funding from the Illinois Press Foundation.

Need a computer, software or other equipment for your school media program?

The Illinois Press Foundation's Illinois High School Media Mini-Grants Program is offered to Illinois public or private high schools with existing media programs. Sorry, home schools are not eligible.

How to Apply:

1. Grant Requests are due on or before April 28, 2017. Submit via email to Kate Richardson at krichardson@illinoispress.org.
2. In two pages or fewer, using Times New Roman 12-point font:
 - Identify school, district number, school address with zip code, school phone with area code, school website, principal's name, media adviser's name and email address and amount being requested. (Requests may not exceed \$1,500.)
 - Describe the community your school serves, why your school is applying for this grant, and a statement of what you ultimately hope to gain from receiving grant funds. Be specific as to how the funds will be used. (Cost *estimates* are acceptable.)
 - Describe the proposed outcomes of your proposal's success. What challenges, if any, might complicate your success? How will you address these concerns?
 - If your school is willing to match any grant funds you may receive, please include this information in your request.
 - Describe how your proposal demonstrates the use and support of the principles of the First Amendment.

The applicant will agree to:

1. Submit a final report – See Report on Use of Grant funds below.
2. Return any unspent funds to the IPF. See "Timeline" below for details.

What the IPF Will / Will Not Fund:

Listed below are some examples of projects we will and will not fund. Neither list is intended to be all-inclusive. If you have questions about acceptable projects, please contact Kate Richardson.

Projects/Items We Will Fund:

1. To equip newsrooms with hardware and/or software needed to produce print or online newspapers. The IPF may send a predetermined model of an item instead of funds.
2. To launch/establish new web reporting version of existing publications.
3. To advance journalism excellence and free expression.
4. To educate students about news literacy and why news matters.

Projects/Items We Will Not Fund:

1. This program is not intended to begin a journalism or other media program where none exists.
2. We prefer not to fund the costs of sending students or faculty to training programs or camps.
3. This program is not intended to fund yearbooks.
4. We will not fund the purchase of tablets such as iPads, Androids, etc. We believe laptop and desktop computers serve in a more useful capacity for researching and writing.
5. We will not fund broadcast programs.

Timeline:

- Grant Proposals are due on or before April 28, 2017, **and must be submitted via email only.**
- All applicants will be notified of the outcome of the selection process on or before May 5, 2017.
- Grant recipients will receive grant funds or equipment from the IPF in September 2017.
- Any funds not expended by December 4, 2017 must be returned to the IPF by December 20, 2017.

Report on Use of Grant Funds:

- Submit a final report, not to exceed two pages, to Kate Richardson at krichardson@illinoispress.org on or before December 1, 2017 detailing how the funds were used. Document the successes and/or challenges related to the project and how this funding made a difference in your media program. We will be reporting this feedback to the IPF board of directors.
- We encourage you to share stories and/or updates about the school's progress toward completing the project.

Questions? Please contact Kate Richardson at 217.241.1300 or via email at krichardson@illinoispress.org

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