

## 2018/2019 InstaGrant Application Approval Timeline

Although our InstaGrants involve a rolling application process with the goal of reviewing applications quickly so that CSF can support bringing innovation into CCSD classrooms during the school year, there are multiple steps to the review process some of which operate on fixed schedules out of the control of CSF. To guide you in your planning and to help set achievable expectations, the CSF Grants Committee has prepared a chart reflecting the date by which an application must be submitted and the corresponding Board of Education meeting date where the BOE will be asked to accept the InstaGrant if it is approved by CSF. Purchases to implement an approved InstaGrant may only take place after the InstaGrant has been accepted by the BOE. When planning your InstaGrant implementation timeline, please also be aware that the district purchasing process may take some time.

Deadline for submission to CSF Grants Committee	Date of CSF Board Meeting Where Application Will be Considered	Inclusion on BOE Meeting Agenda for BOE Acceptance
September 17, 2018	September 24, 2018	September 26, 2018
October 8, 2018	October 15, 2018	October 30, 2018
November 6, 2018	November 14, 2018	December 5, 2018
November 27, 2018	December 3, 2018	January 9, 2019
January 8, 2019	January 15, 2019	February 13, 2019
January 28, 2019	February 4, 2019	February 13, 2019
March 4, 2019	March 11, 2019	March 20, 2019
March 15, 2019	March 26, 2019	April 10, 2019
April 1, 2019	April 8, 2019	May 22, 2019
May 3, 2019	May 13, 2019	May 22, 2019
June 4, 2019	June 11, 2019	July, 2019, date tbd