

2026 Education Grants Program

- () January 2026. Principal introduces the Grant Program at an all-staff meeting.** OCT will work with you to schedule this and will do a presentation. It will take about 20 minutes.
- () January 2026. Principal identifies a person who will lead the development of the school's application (the Grant Director).** This person should be the principal or a person the principal designates. It should NOT be a teacher who wants to propose a project, since the person may need to help the school decide among competing ideas. If not the principal, it should be someone the principal and others think would do a good job in this leadership role.
- () Late January - End of February 2026. The Grant Director meets with teachers and plans the projects the school wants to submit for this new grant cycle. Help staff develop strong ideas that fit the guidelines for the grant program.** OCT staff are available as needed to answer any questions that arise.
- () End of February 2026. The Grant Director prepares the school's application using the OCT Grant Application Cover Sheet plus an Individual Project Description Form for each Project included in the application.** These are Word documents and should be typed and submitted electronically to OCT.
- () March 1, 2026. The Grant Director SUBMITS THE APPLICATION via email to ashley@orleansconservationtrust.org using the OCT Grant Application and Individual Project Description Forms.**
- () March 2026. The Grant Director should be prepared to answer questions in writing about the application.** OCT staff and Board will review your proposal, raise issues, or ask questions as needed to come to funding decisions, and make funding decisions about funded projects and the total budget for each grant. It is likely that OCT will ask questions that need to be answered in writing once OCT reviews the applications.
- () April 1, 2026. OCT will notify OES and NRMS of its funding decisions and award grants that are funded. Each school will need to review and sign a grant award letter** that specifies the projects funded and other terms of the grant, such as the need to respond to questions about progress a few times during the grant period. OCT will send a check for the full amount of the funded grant once the grant award letter is fully executed.
- () April 1, 2026-June 30, 2027. The Grant Director helps staff carry out the funded projects.**
- () Spring 2027. Schools present projects that are completed or in progress for guests, including school and OCT staff and OCT Board members.** This could take the form of an event at the school, a display in the library, an outdoor event, etc.
- () August 31, 2027. The Grant Director submits a brief report about the expenditure of grant funds.** At this time, you can propose the further use of any unexpended funds or return such funds to OCT. OCT will provide a brief Financial Report Form.