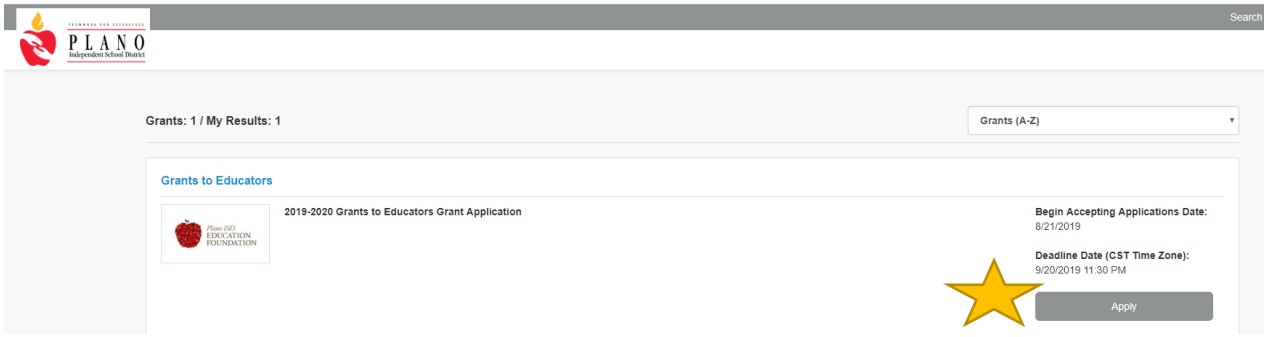
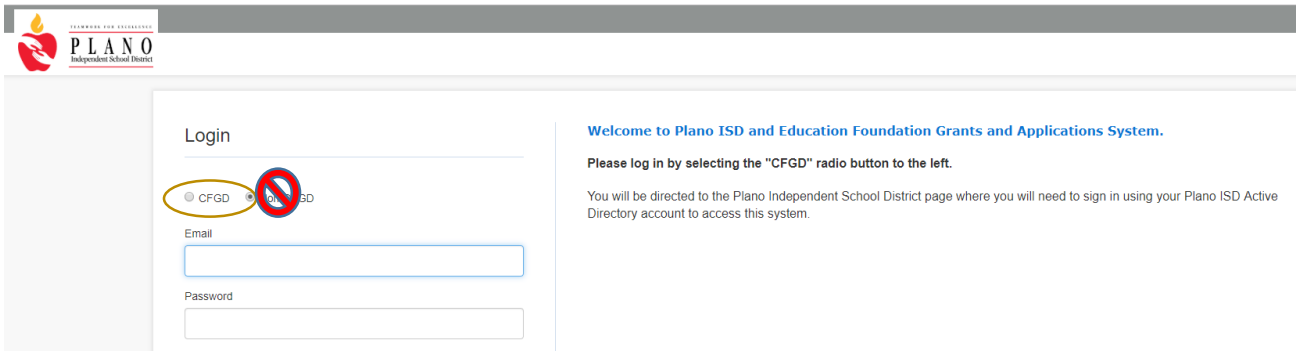
Plano ISD EDUCATION FOUNDATION

Grants to Educators
Step-by-Step Process to Apply

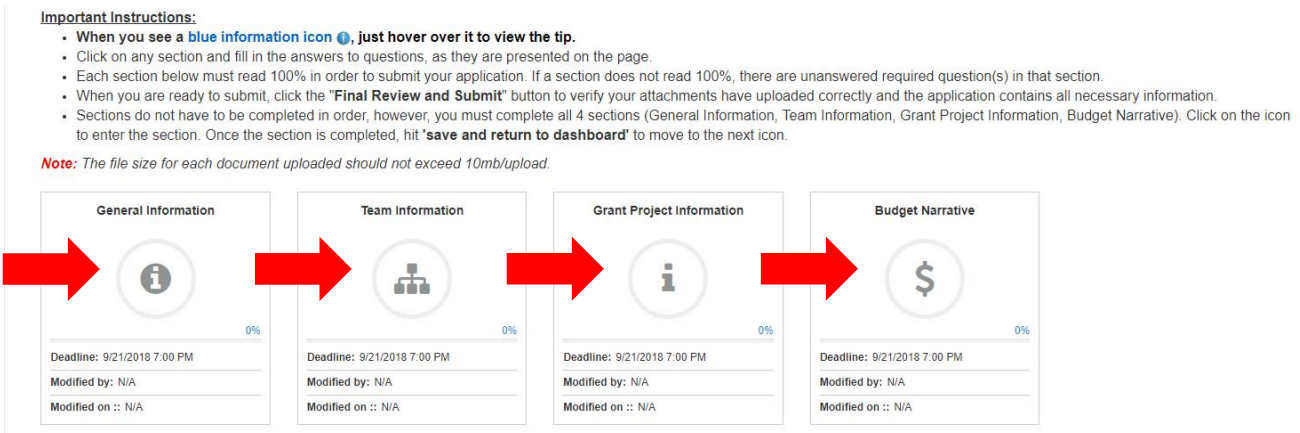
1. **Visit pisd.communityforce.com or add Grants to Educators App on Webdesk.**



2. **Click the APPLY button, select CFGD and enter your district login information.**



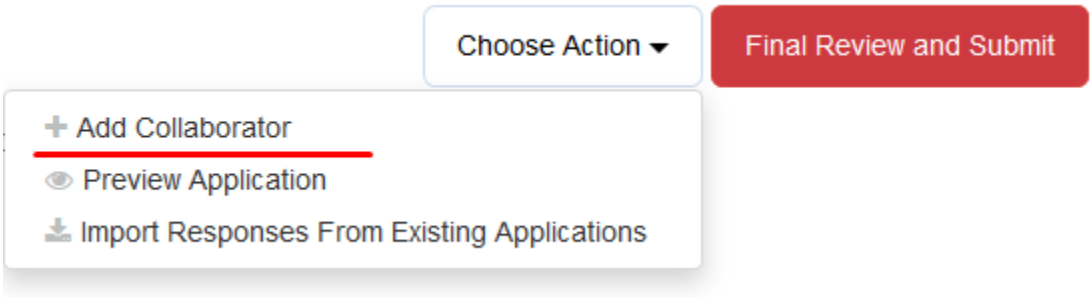
3. **Complete criteria for each icon before submitting your application. SAVE YOUR WORK along the way. All applications are due September 20, 2019 by 11:30pm.**



TIPS and TRICKS

To Add Collaborators:

- **Add the name, campus, and grade level of the collaborator. collaborator but has not assigned any section(s) to her. You must then assign the relevant sections to that collaborator by clicking on "Add Collaborator" under Choose Action dropdown (as shown in the attached screenshot).**



Word Counts

- **If you need to know how many words you can add in each section, simply begin typing and it will tell you at the bottom of the dialogue box.**

Category – VERY IMPORTANT

- **Each application must pass initial screening through the appropriate department and administrator.**
- **Please chose the most relevant area. We know many programs will cross-over between several areas, but we are just look for the main area of focus. If you simply cannot find a category that fits your project, choose OTHER. Be sure to explain in the project description what area of curriculum and learning the project or program best fits.**

NEW in 2019 Project Alignment with Strategic Planning**

- **Reference https://www.pisd.edu/domain/458 to learn more about the 5 pillars of the 2019-2023 PISD Strategic Plan.**