



Grants to Educators Step-by-Step Process to Apply

1. Visit pisd.communityforce.com or add the Grants to Educators App on Webdesk. Find the 2023-2024 Grants to Educators application and click **APPLY**.

Grants: 1 / My Results: 1

Grants (A-Z)

Grants to Educators

2019-2020 Grants to Educators Grant Application

Begin Accepting Applications Date: 8/21/2019

Deadline Date (CST Time Zone): 9/20/2019 11:30 PM

Apply

2. Then select CFGD and enter your district login information (the same as what you use to log into your computer).

Login

☐ CFGD ☐ Not CFGD

Email

Password


Welcome to Plano ISD and Education Foundation Grants and Applications System.

Please log in by selecting the "CFGD" radio button to the left.

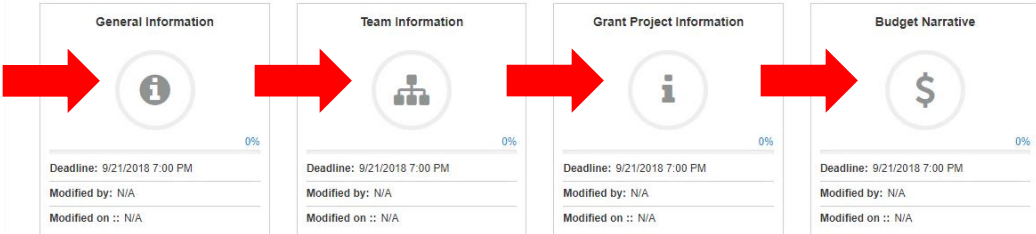
You will be directed to the Plano Independent School District page where you will need to sign in using your Plano ISD Active Directory account to access this system.





3. Complete criteria for each icon before submitting your application. Be sure to **SAVE YOUR WORK** along the way. All applications are due **September 26, 2023** by 11:59 p.m.

Important Instructions:

- When you see a **blue information icon** , just hover over it to view the tip.
- Click on any section and fill in the answers to questions, as they are presented on the page.
- Each section below must read 100% in order to submit your application. If a section does not read 100%, there are unanswered required question(s) in that section.
- When you are ready to submit, click the **"Final Review and Submit"** button to verify your attachments have uploaded correctly and the application contains all necessary information.
- Sections do not have to be completed in order, however, you must complete all 4 sections (General Information, Team Information, Grant Project Information, Budget Narrative). Click on the icon to enter the section. Once the section is completed, hit **'save and return to dashboard'** to move to the next icon.

Note: The file size for each document uploaded should not exceed 10mb/upload.



General Information	Team Information	Grant Project Information	Budget Narrative
			
0%	0%	0%	0%
Deadline: 9/21/2018 7:00 PM	Deadline: 9/21/2018 7:00 PM	Deadline: 9/21/2018 7:00 PM	Deadline: 9/21/2018 7:00 PM
Modified by: N/A	Modified by: N/A	Modified by: N/A	Modified by: N/A
Modified on :: N/A	Modified on :: N/A	Modified on :: N/A	Modified on :: N/A

4. When you are ready to submit your application, select the Final Review and Submit button.



5. The system will then give you an alert to ask you if you are ready to review your application for submission. To review, select Continue with Review. Hit Cancel if you are not ready to review and want to go back to the application page.

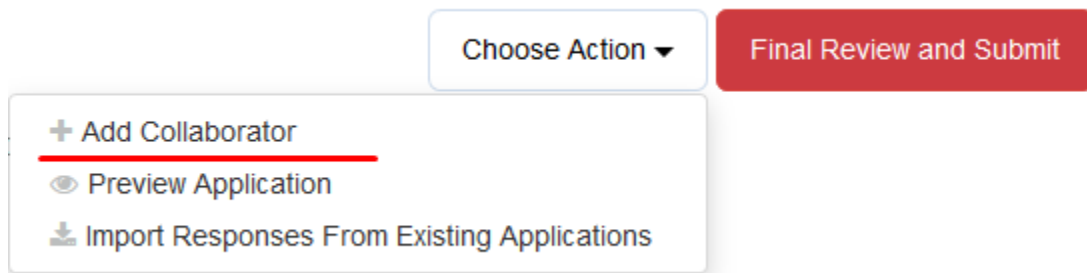
☐ Please check the check-box to confirm that you have reviewed your application, then click 'Submit'. Application once submitted cannot be modified.



TIPS and TRICKS

To Add Collaborators:

- Add the name, campus and grade level of the collaborator. You must then assign the relevant sections to that collaborator by clicking on "Add Collaborator" under Choose Action dropdown (as shown in the screenshot below).



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 Selection:

- Each application must pass initial screening by campus principals and then through the appropriate department.
- Please chose the most relevant area. This is very important. 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.

Project Alignment with Strategic Planning:

- Reference <https://www.pisd.edu/strategicplan> to learn more about the 5 pillars of the Plano ISD Strategic Plan.