

CANOPS Grant Funding Policy

I. Purpose

The purpose of this policy is to establish clear guidelines for the identification, evaluation, acceptance, management, and exit of grant funding. This policy ensures that all grant-funded activities align with the organization's core purpose, core values, three pillars (experiential learning, college and career readiness, and professional learning communities) strategic priorities, and operational capacity, while safeguarding long-term financial sustainability.

II. Guiding Principles

CANOPS will pursue grant funding in a manner that:

- Advances the organization's core purpose, core values, 3 pillars and strategic plan
- Maintains financial responsibility and sustainability
- Protects staff capacity and program quality
- Preserves organizational integrity and independence
- Builds long-term impact rather than short-term funding gains

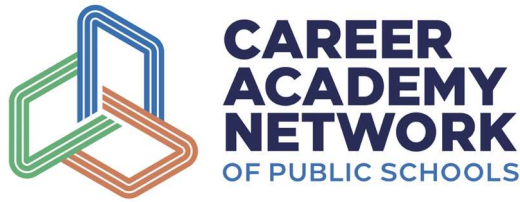
The organization will not pursue funding that compromises these principles.

III. Criteria for Grant Acceptance

All grant opportunities must be evaluated against the following criteria prior to acceptance:

A. Mission Alignment

- The grant must directly support the organization's mission and strategic priorities
 - Core Purpose - Transforming lives through passionate, innovative and impactful learning experiences
 - Core Values
 - Put students first
 - Embrace entrepreneurship and innovation
 - Extend trust and mutual respect



- Enjoy life
- Work together as a team
- 3 Pillars
 - Experiential learning
 - College and Career readiness
 - Professional learning communities
- The organization will not accept funding that requires material deviation from its core purpose, core values and 3 pillars, programs, populations served, or organizational values

B. Financial Viability

- Grants must adequately fund both direct and indirect costs, or include a clearly identified plan to cover any funding gaps
- Any matching requirements must be realistic and achievable
- The organization must assess, plan and acquire commitments for any ongoing financial obligations beyond the grant period
 - At the time of hiring, FTE's utilizing grant funding will be informed of sunseting the position after the grant cycle

C. Organizational Capacity

- The organization must have sufficient qualified staff, infrastructure, and systems to successfully implement and manage the grant
- Administrative and reporting requirements must be cost effective, reasonable and manageable

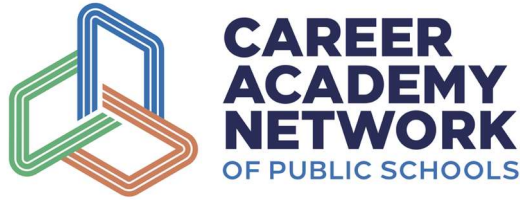
D. Strategic Value

Preference may be given to grants that:

- Strengthen long-term sustainability
- Build strategic partnerships
- Enhance organizational credibility or capacity
- Support innovation aligned with strategic goals

E. Risk and Compliance Review

All grants must be reviewed for:



- Restrictions on fund use
- Reporting and compliance requirements
- Financial or legal liabilities, including clawback provisions
- Reputational considerations related to the funder

IV. Grant Review and Approval Process

All grant opportunities will undergo an internal review process prior to submission and acceptance:

- **Program Leadership:** Assesses programmatic fit and feasibility (Student Service Director, CTE, Curriculum, etc.)
- **Grant Director:** Reviews budget, cost coverage, and financial implications
- **CEO, Superintendent, CFO:** Provides final approval for submission and acceptance.

Additional governance requirements for non-recurring grants:

- Grants exceeding \$250k or involving new program areas require CEO, Superintendent and CFO approval
- Grants exceeding \$1M or carrying significant financial or reputational risk require Finance Committee and review or notification

V. Grant Management

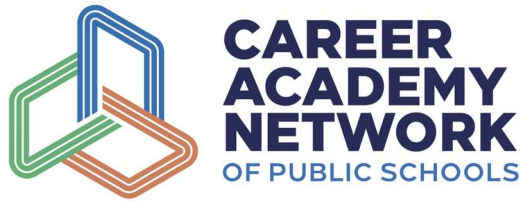
Upon acceptance, the organization will:

- Inform Director of Grants and responsible program leadership
- Track program deliverables, timelines, and outcomes
- Director of Grants will monitor financial performance against the approved budget
- Ensure timely and accurate reporting to funders
- Program leader will conduct periodic internal reviews to assess performance and compliance

VI. Exit and Sustainability Planning

A. Required Exit Strategy

Each grant proposal must include a defined exit or sustainability plan prior to acceptance, addressing:



- Whether the program is time-limited or intended to continue beyond the grant
- Funding strategies for continuation, if applicable
- Plans for responsible wind-down if funding is not renewed

B. Conditions for Grant Exit or Non-Renewal

The organization may decline renewal or initiate exit from a grant under the following conditions:

- **Mission Misalignment:** The funded program no longer aligns with strategic priorities
- **Financial Unsustainability:** The grant results in ongoing financial deficits without strategic justification
- **Capacity Constraints:** The grant places undue strain on staff or operations
- **Funder Constraints:** Requirements or restrictions become unreasonable or misaligned
- **Program Effectiveness:** The program does not achieve intended outcomes

C. Exit Process

When exiting or declining renewal of a grant, the organization will:

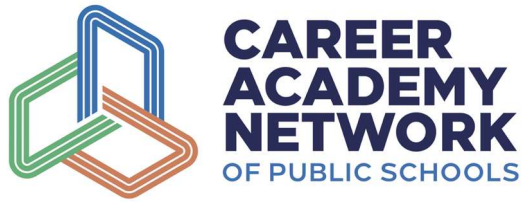
1. Conduct an internal assessment documenting the rationale for exit
2. Obtain CEO, Superintendent and CFO approval
3. Communicate proactively and professionally with the funder
4. Develop and implement a transition or wind-down plan, including:
 - Responsible conclusion of services
 - Appropriate transition for clients or beneficiaries, if applicable
5. Complete all required reporting and financial reconciliation

VII. Annual Grant Portfolio Review

The organization will conduct reviews according to grant requirements:

- Assess alignment with strategic priorities
- Evaluate financial performance and sustainability
- Determine whether to renew, modify, or exit individual grants

VIII. Policy Oversight



The Superintendent, CFO and Director of Grants are responsible for implementing this policy. The Board of Directors will provide oversight and review this policy periodically to ensure continued alignment with organizational goals and best practices.

IX. Policy Statement

CANOPS will pursue grant funding strategically and responsibly. The organization prioritizes alignment with its core purpose, core values, and 3 pillars-impact over funding volume and will not accept or continue funding that compromises its long-term sustainability or effectiveness.