

IMPORTANT CHANGES TO OKLAHOMA CITY ZOO FUND FOR KIDS GRANT

Thank you for your interest in the Zoo FUNd for Kids (ZFK) grant program. ZFK grants offer extended learning and enrichment opportunities to schools and non-profits throughout the state, as well as an equal opportunity for children who might not otherwise have the chance to experience the unique and engaging learning opportunities the Oklahoma City Zoo provides.

Interest in the ZFK grant program has grown significantly the last few years, as demonstrated by the ever-increasing number of applications submitted for review. As a result, some changes to the grant application process have been made.

The following changes will take effect immediately. Please review this information carefully.

- 1) The Oklahoma City Zoo and the Oklahoma Zoological Society will no longer offer two granting cycles. These two previous granting cycles have been combined into one annual granting cycle. The new annual deadline for **ALL** applications is September 1 of each year beginning September 1, 2014.
- 2) Grant applicants will be notified of their award status by the Oklahoma Zoological Society on or before September 15 of each year. Grants can be used immediately upon receipt, through July 31 of the following year. Upon final review by the Zoo FUNd for Kids committee, grant applications will be placed in one of three categories: Awarded, Wait List, or Denied. Applicants will receive notification regarding the status of their grant no later than September 15.
- 3) Grant recipients **MUST** contact the Oklahoma City Zoo Outreach Coordinator **NO LATER THAN** the close of business January 31 to schedule any programming that they have been awarded. . Failure to meet the January 31 scheduling deadline will result in forfeiture of the awarded funds. The forfeited funds will be awarded to an applicant on the Wait List. There will be **NO EXCEPTIONS FOR ANY REASON.** Applicants placed on the Wait List should NOT contact the Oklahoma City Zoo or Oklahoma Zoological Society. The outreach coordinator will contact those on the Wait List if and/or when a grant becomes available.

So what does this all mean? How will it work? Here are the deadlines for the 2014-2015 granting cycle:

DATE	DEADLINE
September 1, 2014	Grant Application Submission Deadline
September 15, 2014	Grant Award Notification
January 31, 2015	Grant Scheduling Deadline
February 1, 2015	Wait List Notification Begins
July 31, 2015	Grant Use Deadline for 2014-2015 Cycle
September 1, 2015	Applications Due for 2015-2016 Grant Cycle

For example, a grant application submitted on September 1, 2014, would be awarded by September 15, 2014. The grant recipient has to schedule their program no later than January 31, 2015, to retain their grant, and the program would have to take place on or before July 31, 2015 (let's talk about his date).

PLEASE NOTE THAT THE UPCOMING APRIL 1, 2014, GRANT APPLICATION DEADLINE IS IN EFFECT ONLY FOR PROGRAMS TO BE SCHEDULED FOR JUNE AND JULY OF 2014. THIS INCLUDES LIBRARY SUMMER READING PROGRAMS.

Grant applications already submitted for the April 1 deadline for a program to take place **ON OR AFTER AUGUST 31, 2014**, will automatically be considered for the 2014-2015 grant cycle. **YOU WILL NOT NEED TO SUBMIT A NEW APPLICATION.**

As always, if you have any questions, please feel free to contact the Oklahoma City Zoo Outreach Coordinator at (405) 425-0638.