

South Carolina Aeronautics Commission Education Grant Policy

Approved: November 18, 2025

Purpose

The South Carolina Aeronautics Commission (SCAC) Education Grant Policy establishes guidelines for awarding grants to promote and enhance educational opportunities in aeronautics.

Policy Overview

The SCAC shall allocate funding through an Education Grant Program to encourage academic excellence, workforce development, and the advancement of aeronautical science and technology. These grants are available to educational institutions, non-profit organizations, and government entities (state, county, and municipal) engaged in aviation and/or aerospace education that meet the eligibility criteria.

1. Eligibility Criteria

Grants may be awarded to the following types of applicants:

- **Educational Institutions:** Public or private schools, colleges, universities, and vocational institutions offering aviation and/or aerospace programs or activities within South Carolina.
- **Non-profit Organizations (501(c)(3)):** Organizations offering aviation and/or aerospace programs or activities aimed at promoting STEM (Science, Technology, Engineering, Mathematics) education within the state of South Carolina.
 - If the organization is currently not listed in Guidestar.org, a copy of the organization's public charity exemption status letter from the Internal Revenue Service is required with the grant application.
- **Government Entities (state, county or municipal):** Entities offering aviation and/or aerospace programs or activities promoting STEM (Science, Technology, Engineering, Mathematics) education in South Carolina.

2. Grant Purpose

- **Program Enhancement:** Financial support for educational institutions, non-profit organizations, and government entities to improve or expand aviation and/or aerospace programs or activities.

3. Grant Awarding and Disbursement

The SCAC will notify applicants of their award status before the end of the applicable quarter. Awarded funds will be disbursed directly to the educational institution, non-profit organization, or government entity for eligible program costs, subject to the following conditions:

- Reimbursement request may be submitted periodically during program implementation.

- Reimbursement request must be submitted using the SCAC Request for Reimbursement Form. Receipts and a Project Tabulation Form must accompany reimbursement requests, which are available on the SCAC website.

- The final reimbursement request must include a report detailing the use of funds and the program results.
- Grants expire two years following offer acceptance. Reimbursement requests submitted after grant expiration will not be funded.
- Funds must be used for the purposes outlined in the application. Misuse or misallocation of funds will result in the immediate termination of the grant and repayment of funds.
- SCAC reserves the right to refuse grant applications from educational institutions, non-profit organizations, or government entities that have previously misused or misallocated grant funds.
- The following expenses are not eligible for grant funding:
 - o Salaries and wages for the organization's directors, officers, agents or employees.
 - o Other indirect expenses are not directly tied to the administration of the educational program.
 - o Aircraft purchase.
 - o Travel that is not directly related to the educational goals of the program.
 - o Entertainment.
 - o Brochures, flyers, or promotional materials not tied to the grant activities.
 - o Basic office supplies.
 - o Routine maintenance or repair.
 - o Computer hardware, software or licenses that are not directly related to the program educational goals.
 - o Any expenses incurred before or after the grant period without express SCAC authorization.

4. Application Process

All applicants must submit the following:

- A completed application form, available on the SCAC website, including
 - o eligibility information
 - o contact information
 - o program description
 - o program outcomes, including the anticipated number of students impacted
 - o project needs
 - o budget
- A copy of the organization's public charity exemption status letter from the Internal Revenue if the organization is applying as a 501(c)3 and is not currently listed in Guidestar.org.

Additionally, if an application is being considered for funding, a representative of the educational institution, non-profit organization, or government entity must present their proposal at a SCAC Commissioner meeting.

Applications must be submitted early enough for the Education Committee to review. Once reviewed by the Education Committee, the application must be submitted to the Commission no later than 14 days before the scheduled meeting. If an application was incomplete or was not selected for funding, the educational institution, non-profit organization, or government entity may revise their application and resubmit.

5. Evaluation Criteria

Grants will be evaluated by the Education Committee against the Education Grant Evaluation Rubric:

- Applications that meet the minimum eligibility requirements will be scored.
 - Scoring data will be provided to the SCAC Commissioners.
 - The Contact Person indicated on the application will be notified by the SCAC via email that the application is under consideration and that a representative is invited to present the proposal at an SCAC Commission meeting.
- Applications that do NOT meet the minimum eligibility requirements will not be scored.
 - The SCAC will notify the contact person indicated on the application via email that the application is not being considered.

Grants will be awarded on a competitive basis, with priority given to proposals that:

- Enhance workforce development for the aviation and/or aerospace industry by increasing awareness of aerospace careers in K-12 students
- Enhance workforce development for the aviation and/or aerospace industry by providing educational opportunities for pilots, aircraft maintenance technicians, engineers, and other career paths in the aviation and/or aerospace industry.

Each application will be evaluated based on:

- **Program Description:**
 - The program aligns with at least one state aviation and/or aerospace priority.
 - The program has a realistic date range for implementation.
 - The program can be implemented within one year of grant approval, or the program includes at least one goal that can be implemented entirely within one year.
 - The program service area (city, county, or state-wide)
- **Program Outcomes:**
 - The program includes at least one measurable outcome.
 - The program impacts a significant population of students.
 - The program has the potential for continued impact beyond the initial grant period.

- **Project Need:**
 - The program creates a unique opportunity that is currently not available.
 - The program would either not exist, would have a much-reduced population impact, or would not be implemented for at least one year if grant funding was unavailable.
- **Budget:**
 - The program budget does NOT include ineligible items (unless these items are funded by sources other than the SCAC grant).
 - The budget includes all necessary materials for program implementation. (Other sources may fund some items.)
 - The applicate must match forty percent of the awarded grant. Matching funds can be documented in-kind services to include wages and overhead operating expenses.
 - An organization may request a maximum of \$100,000 per fiscal year. Should budget funds remain at year-end, organizations with unmet needs may be reviewed for supplemental funding.
- **Previous Awards:**
 - All reporting requirements were fulfilled if the educational institution, non-profit organization, or government entity had previously received a SCAC grant.

6. Grant Monitoring and Compliance

The SCAC may conduct reviews of grant-funded projects to ensure compliance with the terms of the award. Failure to comply with reporting requirements or any other grant terms may result in suspension or cancellation of funding and potential disqualification from future grant opportunities.

7. Education Committee

The SCAC shall establish an Education Committee composed of educators and aviation and/or aerospace professionals to recommend policy revisions, an application rubric, reporting templates, and other documentation to support the SCAC Education Grant Program. The Education Committee will review grant applications quarterly and report to the SCAC. If a member of the Education Committee applies for a grant, that member will not score his or her grant application.

The leadership of the Education Committee will be a Director and an Administrator. The Director will set any meetings for the Education Committee, draft the agendas for the meetings, and direct the efforts of the Education Committee. The Administrator will take minutes, draft the report for the SCAC (to be approved by the Education Committee before submission), and report to the SCAC. These roles will be rotated throughout the membership of the Education Committee to ensure that if a member applies for a grant, that member is not in a leadership position during the quarter the member's application is being considered.

8. Amendments and Policy Review

The SCAC reserves the right to amend this policy to reflect changes in state priorities, funding availability, or educational needs.

9. Contact Information

For more information about the Education Grant Program, application process, or policy guidelines, please contact:

South Carolina Aeronautics Commission

2553 Airport Blvd

West Columbia, SC 29170

(803) 896-6262

admin@aeronautics.sc.gov

<https://aeronautics.sc.gov>