



Innovative Teaching Grants

Grant Application Packet for Teachers

2018-2019 School Year

**Innovative Teaching Grants
2018 Timeline**

February 1	Applications Available
June 15	Grant Applications Due by 5:00 p.m. <i>(no extensions, no exceptions)</i>
June	Grant notebooks submitted to Grant Selection Committee
July	Education Foundation Board of Directors Meeting
August	Awards presented Grants winners announced to the School Board

Innovative Teaching Grants

Guidelines for Grant Applications

Purpose:

Innovative Teaching Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The San Felipe Del Rio CISD Education Foundation (*hereafter referred to as "the Foundation"*) is offering teachers and administrators the opportunity to apply for grants to support innovative programs or projects to support higher levels of student learning. The grants must enhance student academic performance and support the objectives, goals, and initiatives of the Campus Action Plan.

Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by SFDR CISD who are involved in the instruction of students or any related support services benefiting students.

Eligible Proposals:

Instructional approaches or projects designed to begin during the 2018-2019 school year and which meet the selection criteria. Grants may fund instructional and classroom materials, parent involvement programs, or any activity or material which supports higher levels of student academic achievement.

Award of Funds:

Grants will be awarded to individual teacher initiated programs or projects at the elementary, middle, and high school level. Grants will be awarded to campus teams, departments and district initiated programs or projects at the same levels. The number of awards will depend on funds available from the Foundation. Prior grant recipients are eligible for continued funding but must re-apply and go through the same selection criteria.

Selection Criteria:

- The degree to which the grant supports the District goals and the Campus Action Plan and is specifically designed to address an area of need substantiated by data.
- The degree to which student academic performance is emphasized.
- The degree to which sound evaluation procedures are incorporated in the proposal.
- The degree to which the proposal represents a creative or innovative approach to the accomplishment of objectives. Funds are not typically available for recurring programs/projects. (The proposal should address a new project as opposed to one accomplished or under way.)
- The degree to which the proposal is clear and logical, including (a) specificity of objectives; (b) clarity of description of instructional procedures, methods or treatments; and (c) correspondence among evaluative procedures, objectives and treatments.

Grant Applications should be submitted to the Foundation electronically.

Email application as an attachment to betty.falcon@sfdrcisd.org.

A hardcopy with original signatures on the cover sheet must be forwarded to the Foundation President by dropping it off in a sealed envelope to the Superintendent's assistant, Betty Falcon.

Selection Process:

1. Application forms may be obtained online through the web page.
2. Teacher initiated applications must be reviewed and signed off on by the campus Principal for congruence with campus programs.
3. Hardcopies of signed applications are due to Betty Falcon's office, no later than 5:00 p.m. on Friday, June 15th, 2018. Emailed applications are due by the same time and date.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of the following members who will be appointed by the Foundation Board of Directors:
 - a. *Directors appointed by the president of the Foundation Board of Directors*
 - b. *Chief Instructional Officer for Secondary Education*

- c. *Chief Instructional Officer for Elementary Education*
 - d. *Others as determined by the Foundation Board of Directors*
5. If recommended for approval, the application is presented to the Board of Directors of the Foundation in summary form for review and formal approval.
 6. Once approved by the Foundation Board of Directors, the application is collectively presented to the SFDRCSID School Board for formal acceptance of the grant funds.
 7. Applicants will be notified of decisions by the date specified by the committee.

Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the school year.
- Project must be fully implemented and final report submitted to the Foundation by June 15th before recipients can submit an application for another grant.
- Agree to share successful procedures in staff development sessions.

When applying for a grant, please remember the following:

- Do not use the name of your campus in the application.
- Grants are to be used to fund projects that cannot be provided for in the school and district budgets.
- Objectives and outcomes should be consistent with the goals of your school and the district.
- When creating your budget, research carefully and be realistic. Small grants are just as likely to be awarded as large grants. Partial funding will be considered. Funds will not be awarded for budgeted items available from district resources.
- Projects awarded must be fully implemented by the end of the school year.
- A **Progress Report** will be required to be presented to the Foundation Board during a regularly scheduled board meeting during the first quarter of 2019. Recipients will be notified at least 2 weeks in advance.

Tips for a Successful Application

Statement of Need:

- Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.
- Keep the statement simple and straightforward.
- Show how project relates to the District/Campus Action Plan(s).
- Applications cannot be considered which require the purchasing of technology that is not compatible with existing infrastructure.
- Student prizes or incentives will not be considered (i.e., gift cards).

Objectives:

- Limit the number of objectives.
- Imply or state evaluation in the statement of objectives.
- Be specific.

Description of Proposed Project/Activity:

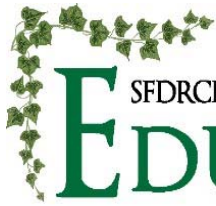
- Describe the problem or issue addressed.
- Show how the project supports the purpose.
- List steps to be followed in project implementation.
- Relate project to need and objectives.
- Be specific.

Evaluation:

- Relate to stated objectives.
- Indicate how you will know whether the project was successful.

Partners:

- Are there others who will participate in this project? (Rotary, Lion's Club, etc.)
- What will their roles be?



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Innovative Teaching Grant Application Cover Page

Project Title: _____

Name of Applicant(s): _____

Signature of Applicant(s):

_____	_____
_____	_____
_____	_____

School(s): _____

Grade(s): List each applicable grade level.

Subject(s): _____

Number of Students: _____

Amount of Grant: \$_____

Is this an Initial Application for this project or a request for continued funding?

Initial Application Continued Funding

Primary target population to be served:

Students (target group: _____) Parents Teachers

Implementation dates: _____

Signature of Principal: _____ Date: _____

Abstract (no more than 100 words):

Innovative Teaching Grant Application

IMPORTANT - Do not include the name of your campus in the Project Title or Application

Project Title: _____

1. This project is (Check One):

New to me New to the district New to my campus A continuation of a previous project.

2. Have you previously received funds for this project from SFDRCSID?

Yes No

3. Please provide a summary for each area listed below:

Need: (Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.)

Description of Proposed Project/Activity: (Describe what you want to do with the grant funds. List activities and timeline. How is this project innovative?)

Evaluation Strategy: (Describe how you will know if your objectives are met. How will you share your program's successes with your peers?)

Objectives: (State measurable objectives in terms of student behavior or performance.)

Partners: (Identify any school and/or community partners involved in the project and their respective roles.)

Sustainability: (If funded, how will you continue the program/project in the future? What will be the recurring costs? How will this program/project be funded in the future?)

DIRECTIONS: Note the budget distribution for each category. Be specific.

Budget Items:	Amount:	Vendor:	Budget Code (Business Office)
Supplies: (please list)			
Equipment:			
Contracted Services (list consultants):			
Other:			
TOTAL:			

**Education Foundation
Criteria for Grant Reviewer Scoring Matrix**

Application Number _____

Evaluator # _____

Project Title _____

Please rank the effectiveness of each item with 3 being high and 1 being low. Circle the number that best describes each statement.

Please check the statement below that best describes how you would rank this application.

<i>Criteria</i>				Weighted Amount	Weighted Total
Need is clearly stated. Supports districts and campus goals.	3	2	1	X 3	
Objectives are specifically stated and measurable.	3	2	1	X 2	
Activities/procedures specifically stated and relate to purpose and objectives. Innovation is apparent.	3	2	1	X 3	
Evaluation strategy is clearly stated and relevant to the objectives and student performance.	3	2	1	X 2	
Budget is complete, realistic, accurate and appropriate.	3	2	1	X 2	
Project includes participation and support of parents, community and/or business partners.	3	2	1	X 1	
GRAND TOTAL					

Please check the statement below that best describes how you would rank this application.

- I would definitely recommend funding this project.
- I would recommend partial funding. Amount? \$ _____
- I would recommend funding this project if there were extra money.
- I would not recommend funding this project.

Additional Comments (please use back if necessary)