

Refugio ISD Education Foundation

**Innovative Teaching Grants
Grant Application Packet
Spring 2021**

Innovative Teaching Grant Timeline
(revised September 14, 2020)

February 15, 2021	Grant Workshop- Grant writing training for all interested in applying
March 1, 2021	Call for Grants
June 3, 2021	Grants Due
June 14-July 2, 2021	Grant applications submitted to Grant Selection Committee
July 5, 2021	Grant scoring due from Grant Selection Committee
July 12, 2021	Grant Selection Committee Meeting to Finalize Grant Recipient Recommendation
July 2021	Education Foundation Board of Directors Meeting Finalize Grant Recipient Recommendation
August 2021	Refugio ISD School Board Meeting Finalize Receipt of Grant Funds for Grant Recommendation Award of Grants

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 Refugio ISD Education Foundation (REF) 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 Refugio ISD).

Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by Refugio School District who are involved in the instruction of students or related support services benefiting students.

Eligible Proposals:

Instructional approaches or projects designed to begin during the upcoming 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 of up to \$1,500 will be awarded to individual teacher-initiated programs or projects. Grants of up to \$5,000 will be awarded to campus teams, departments and district-initiated programs or projects. Grants of more than \$5,000 would only be approved by the Education Foundation as a special project. The number of awards will depend on funds available from Refugio School District Education Foundation.

Selection Criteria:

- The degree to which the grant supports the District goals 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 REF electronically.

Email application as an attachment to shendley65@gmail.com

A hardcopy with original signatures on the cover sheet must be submitted to your campus office.

Selection Process:

1. Application forms may be obtained online through the web page.
2. Teacher initiated applications must be reviewed and signed by the principal to ensure congruence with campus programs and goals.
3. Signed applications are due to your campus office, no later than the date selected by the REF Board of Directors.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of at least six REF Program committee members
5. If recommended for approval, the application is presented to the Board of Directors of REF in summary form for review and formal approval.
6. If approved by the REF Board of Directors, the application is collectively presented to the REFUGIO SCHOOL DISTRICT 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 following school year.
- Projects awarded must be fully implemented by the end of the following semester.
- Project evaluation must be submitted within 30 days of project completion.
- 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.
- Grants can be used to fund teacher training with an expectation of implementation of the content of the training.
- 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 following school year.
- ***Grant Applications should be submitted to the REF electronically. Email application as an attachment to shendley65@gmail.com***
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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.

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? (PTA, Rotary, Lion's Club)
- What will their roles be?

**Innovative Teaching Grant Application
Cover Page**

Project Title: _____

Name of Applicant(s)

Signature of Applicant(s)

School(s) _____

Grade(s) _____

(list each grade level)

Subject(s) _____

Number of Students _____

Amount of Grant \$ _____

Primary target population to be served:

___ students (target group: ___)

___ parents

___ teachers

Implementation dates: _____

Signature of Department Chair (if applicable) _____ Date _____

Signature of Principal _____ Date _____

Signature of Director of Instructional Technology* _____ Date _____

* Required when funds will be used to purchase technology and/or media equipment.

Abstract (no more than 100 words)

(This page will not be seen by the review committee.)

Innovative Teaching Grant Application

Project Title: _____

Grade(s)/Subject(s) _____ **Number of Students** _____

CHECK ONE:

This project is: new to the district new to my campus new to me.

Have you received funds for this project from REF previously? Yes No

Project Timeline 6 weeks end of semester end of year

DIRECTIONS: 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 that need. Please include how this grant addresses district and campus goals.

OBJECTIVES: State measurable objectives in terms of student behavior and performance.

DESCRIPTION OF PROPOSED PROJECT/ACTIVITY: Describe what you want to do with the grant funds. List activities and a timeline. How is this innovative?

EVALUATION STRATEGY: Describe how you will know if your objectives are met. How will you share your program's successes with your peers?

PARTNERS: Identify any school, parent, 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 project be funded in the future?

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

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

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**Education Foundation
Criteria for Grant Approval Reviewer Score Sheet**

Application Number _____

Evaluator # _____

Project Title _____

Grade Level _____

Amount requested _____

Please rank the effectiveness of each item with 5 being high and 1 being low. Circle the number that best describes each statement.

Criteria	5	4	3	2	1	Weighted Amount	Weighted Total
Need is clearly stated. Supports districts and campus goals.	5	4	3	2	1	X 3	
Objectives are specifically stated and measurable.	5	4	3	2	1	X 2	
Activities/procedures specifically stated and relate to purpose and objectives. Innovation is apparent.	5	4	3	2	1	X 3	
Evaluation strategy is clearly stated and relevant to the objectives and student performance.	5	4	3	2	1	X 2	
Budget is complete, realistic, accurate and appropriate.	5	4	3	2	1	X 1	
Project includes participation and support of parents, community and/or business or interschool partners.	5	4	3	2	1	X 3	
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)