

**Llano ISD Academic Boosters
Grant Application Packet for Teachers
2018-2019**



Purpose:

Innovative Teaching Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The Llano ISD Academic Boosters are 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 Llano Independent 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 2017-2018 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.

LISD Academic Boosters will consider requests for grants to fund Professional Development for teaching staff. Such a grant would cover the expense of a training class or similar PD event. However, the Boosters are unable to pay for per-diem expenses. This type of grant would also require coordination with the school principal to cover any employee time off. It is expected that a participant in a PD course would return to their school and share their new learning with co-workers.

Award of Funds:

In general, grants of \$250 to \$1000 will be awarded to individual teacher initiated programs or projects. Grants of up to \$2000 will be awarded to campus teams, departments and district initiated programs or projects. The amount and number of awards will depend on funds available from LISD Academic Boosters.

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.

HERE ARE SOME SUGGESTIONS THAT MAY HELP:

- Projects should directly involve students as fully as possible. For example, a film developed for classroom use should ideally be written and produced by students.
- Grants may be used to compensate experts or resource speakers who work with students, but should not be used to pay teachers, staff or substitutes.
- Funds may be used to purchase equipment but not when these are ends in themselves. Equipment should be only one component of a well-planned program/project integrated with other curriculum materials and activities.
- Transportation costs and consumables (such as but not limited to food, t-shirts, batteries, etc.) are

NOT funded.

- Proposals that incorporate matching funds or community resources will be considered favorably. Students or PTOs might raise matching funds. Community organizations could donate needed equipment, services or free admissions to events. Outside contributions generally indicate a commitment to the project and they enhance the effectiveness of the grant award.
- Avoid using acronyms and education jargon. The review committee may not understand their meaning.

Selection Process:

1. Application forms may be obtained online through the District web page: www.llanoisd.org.
2. Applications must be reviewed for congruence with campus programs and signed by the principal.
3. Signed applications are due to the LISD Administration Office no later than the date selected by the LISD Academic Boosters Board of Directors; **Friday, July 20, 2018 at noon.**
4. The application will be viewed by the Assistant Superintendent and submitted to the committee.
5. Applications will be reviewed by the Academic Booster Committee for approval or rejection.
6. 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 the grant was awarded, and projects should be fully implemented by the end of the school year.
- **Project must be fully implemented and final report submitted with photographs to LISD Academic Boosters before recipients can submit an application for another grant.**
- Agree to share successful procedures in staff development sessions.
- Understand that materials purchased with Booster funds immediately become the property of Llano ISD. Should a grant recipient leave the district, these materials **MUST** remain with the school district.

When applying for a grant, please remember the following:

- 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.**
- Grant Applications should be submitted electronically. jpayne@llanoisd.org

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).

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

Due Date:

- All Grant Applications are due to LISD Administration Office no later than **Noon on July 20, 2018.**

Grant Number: _____

**INNOVATIVE TEACHING GRANT
APPLICATION COVER PAGE
2018-19**

**LISD Administration Office must receive applications no later than Friday, July 20, 2018 at Noon.
NO LATE APPLICATIONS WILL BE ACCEPTED.**

Date Submitted _____ Project Title _____

Name of Applicant(s)	Signature of Applicant(s)
_____	_____
_____	_____
_____	_____
_____	_____

School(s) _____

Grade(s) (list each grade level) _____

Subjects(s) _____

Number of Students _____ Amount of Grant \$ _____

Primary target population served:

_____ Students

_____ Teachers

_____ Community (parents)

Implementation dates: _____

Principal Signature: _____ Date: _____

*Technology Director Signature: _____ Date: _____

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

+Maintenance Director Signature: _____ Date: _____

+ Required when funds will be used for construction or maintenance.

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

Note: Seen below is the score sheet our Grant Review Committee will be using. These are the items important to the reviewers.

EDUCATION FOUNDATION CRITERIA FOR GRANT APPROVAL REVIEWER SCORE SHEET

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.

Criteria				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	X3	
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 maybe recommend funding this project.
- I would recommend funding this project with modifications.
- I would recommend partial funding. Amount? \$ _____
- I would recommend funding this project if extra funds are available.
- I would not recommend funding this project.