

# Sumner-Bonney Lake Education Foundation

## Innovative Teaching Grants 2021-2022 School Year

### Grant Application Packet for Teachers

The Sumner-Bonney Lake Education Foundation is expanding their influence beyond scholarships to teaching grants for the teachers, principals, and staff members of the Sumner-Bonney Lake School District. This year we have received a \$5,000.00 grant from the Hagen's Foundation. We are looking for innovative teaching ideas! Funding is up to \$1,000.00 per project and no project is too small! We look forward to seeing what innovative ideas you come up with! Keep scrolling to find the application, budget form and some tips to bring your project to the forefront of the applications.

# Timeline

October 1	Applications available
December 1	Applications <b>DUE</b> by 5PM
January	Selections are made by the Board of Directors
February	Awards presented

# Innovative Teaching Grants Guidelines

## **Purpose:**

Innovative teaching grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The Sumner-Bonney Lake Education Foundation is offering teachers and administrators the opportunity to apply for grants that support innovative programs or projects to support higher levels of student learning. The grants must enhance student academic performance and support the objective, goals and initiatives of the School Improvement Plan.

## **Persons Eligible to Apply for a Grant:**

Individuals or teams of individuals employed by the SBLSD who are involved in the instruction of students or any related support services benefitting students.

## **Eligible Proposals:**

Instructional approaches or projects designed to be used during the current 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 teacher-initiated programs or projects at the elementary, middle, and high school level. Grants will be awarded to school 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 reapply and go through the same selection criteria.

## **Selection Criteria:**

- The degree to which the grant supports the District goals and the School Improvement 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 underway.)
- 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.

- Special attention will be paid to projects serving underserved populations.  
**Grant applications should be submitted to the Foundation electronically.**

**Email applications as an attachment to:**

**[TeachingGrants@sblef.org](mailto:TeachingGrants@sblef.org)**

**A hardcopy with original signatures on the cover sheet must be forwarded to the Foundation in a sealed envelope by dropping it in district mail to Central Office.**

**Selection Process:**

1. Application forms may be obtained online through the Foundation webpage, [sblef.org](http://sblef.org).
2. Teacher initiated applications must be reviewed and signed off by the school principal for congruence with school programs.
3. Hardcopies of the signed cover sheets and completed online applications are due to the district office by 5PM on Dec. 1, 2021.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of Foundation board members and district directors.
5. If recommended for approval, the application will be presented to the Board of Directors of the Foundation in summary form for review and approval.
6. Once approved by the Foundation Board of Directors, the application will be collectively presented to the SBLSD Board of Directors for formal acceptance of the grant funds.
7. Applicants will be notified of decisions by the date specified by the committee.

**Responsibilities of the Grant Recipient:**

- Use the award for the purposes intended.
- Project must be fully implemented and final report submitted to the Foundation by the end of the school year the grant was awarded.
- Agree to share successful procedures in the appropriate format.

**When applying for a grant, please remember the following:**

- Do not use the name of your school in the application.
- Grants are to be used to fund projects that cannot be provided for by 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. Recipients will be notified at least two (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 School Improvement Plans.
- Keep the statement simple and straightforward.
- Show how the project relates to the District/School Improvement Plans.
- Applications cannot be considered which require the purchasing of technology that is not compatible with existing infrastructure.
- How this project supports underserved populations.
- 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, need, 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.

### **What we CANNOT fund:**

- We will not fund substitutes to cover staff positions.
- We will not fund staff salaries
- We will not fund curriculum materials that need to be replenished annually.

### **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?

# Budget Proposal

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

<b>BUDGET ITEMS</b>	<b>AMOUNT</b>	<b>VENDOR</b>	<b>BUDGET CODE Business Office</b>
<b>Supplies (please list)</b>			
<b>Equipment</b>			
<b>Contracted Services (list consultants)</b>			
<b>Other:</b>			
<b>TOTAL:</b>			

# Innovative Teaching Grant Application Signature Page

This page should be mailed in district mail to SBLEF at District Office

Attach a 100 word abstract of your project.

**Project Title:** \_\_\_\_\_

**Name of Applicant(s):**

**Signature of Applicant(s):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Name of School or Department:** \_\_\_\_\_

**Grade(s) (List each grade level)** \_\_\_\_\_

**Content Area(s)** \_\_\_\_\_

**Number of students:** \_\_\_\_\_

**Amount of Grant:** \_\_\_\_\_

**Primary target population to be served;**

\_\_\_\_\_**Students**

\_\_\_\_\_**Parents**

\_\_\_\_\_**Staff**

**Implementation dates:** \_\_\_\_\_

**Signature of Principal:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## Sumner-Bonney Lake Education Foundation Grant Reviewer Scoring Matrix

Application Number: \_\_\_\_\_ Evaluator Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

Please rank the effectiveness of each item with 4 being the high and 1 being low. Circle the number that best describes each statement.

Criteria:					Weighted Amount	Weighted Total
Need is clearly stated. Supports district and/or school goals.	4	3	2	1	X3	
Objectives are specifically stated and measurable.	4	3	2	1	X2	
Activities/procedures are specifically stated and relate to purpose and objectives. Innovations apparent.	4	3	2	1	X3	
Evaluation strategy is clearly stated and relevant to the objectives and student performance.	4	3	2	1	X2	
Budget is complete, realistic, accurate and appropriate.	4	3	2	1	X2	
Project includes participation and support of parents, community and/or business partners.	4	3	2	1	X1	

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 this project. Amount? \_\_\_\_\_
- I would recommend funding this project if there were extra money.
- I would not recommend funding this project.

Additional Comments (use back of this form if necessary):