



## **Innovative Teaching Grants**

## **Grant Application Packet**

**Athens Public Education Foundation  
P.O. Box 2857  
Athens, TX 75751  
[grants@athenspef.org](mailto:grants@athenspef.org)**



## Innovative Teaching Grants Fall 2011 Timeline

September 26	Call for Grant application. Download at <a href="http://athenspef.org">athenspef.org</a> .
October 24	A hardcopy must be submitted and postmarked by October 24, 2011 to: P.O. Box 2857, Athens, TX 75751 No late applications will be considered.
October 27	Grant applications submitted to Screening Committee
November 7	Grant applications submitted to Review Committee
November 16	Grants presented to APEF board for approval
December	Cash Bus rolls!!!!



## **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 Athens Public Education Foundation (APEF) 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 Athens Independent School District.

#### Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by Athens 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 Fall 2011 or Spring 2012 semesters 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 \$3,000 will be awarded to campus teams, departments and district initiated programs or projects. The number of awards will depend on funds available from APEF.

### Selection Criteria:

- The degree to which the grant supports the AISD 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.

### Selection Process:

1. Download application from [athenspef.org](http://athenspef.org).
2. Teacher initiated applications must be reviewed for congruence with campus programs and signed by the principal.
3. Signed applications (hardcopies) are to be postmarked by October 24, 2011.
4. Applications will be reviewed and commented on by the Grant Screening Committee and the Grant Review Committee made up of the following members:
  - a. *APEF Board members*
  - b. *Director of Curriculum*
  - c. *Director of Technology*
  - d. *Principal Representative*
  - e. *Parent Representatives*
  - f. *Community Representatives*
5. If recommended for approval, the application is presented to the APEF Board of Directors in summary form for review and formal approval.
6. Applicants will be notified of decisions by the committee.

### Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the 2012 Fall semester.
- Projects awarded must be fully implemented by the end of the 2012 Fall semester.
- Final report must be submitted to APEF by the end of the Fall 2012 semester before recipients can submit an application for another grant.
- Agree to share successful procedures in staff development sessions.
- If a grant winner is no longer an employee of the district before the completion of the project, the grant winner and his/her supervisor is responsible to see that the project is fulfilled by another employee of the district.

### **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 cannot be used to fund teacher training or travel. 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 2012 Fall semester.

*A hardcopy with original signatures on the cover sheet must be forwarded to:  
P.O. Box 2857, Athens, TX 75751*



## 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 and Campus goals and objectives.

### *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?
- What will their roles be?



**Innovative Teaching Grant Application  
Cover Page**

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

Name of Applicant(s)

Signature of Applicant(s)

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

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

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

Specify number of individuals targeted.

Projected Implementation dates: \_\_\_\_\_

Signature of Principal \_\_\_\_\_ Date \_\_\_\_\_

## Innovative Teaching Grant Application

**IMPORTANT – Do not include the name of your campus in the Project Title on application**

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

Grade(s) \_\_\_\_\_ Subject(s) \_\_\_\_\_ Number of Students \_\_\_\_\_  
(List each grade level)

**CHECK ONE:** This project is:

new to the district       new to my campus       new to me

**CHECK ONE:** Have you received funds for this project from AISD previously?

Yes     No

**CHECK ONE:** Have you ever been awarded a grant from APEF?

Yes     No    If so, what grant cycle? \_\_\_\_\_

**DIRECTIONS:** Please provide a summary for each area listed below.

Abstract (no more than 100 words)

**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.)

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

**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?)

**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 and thorough. **Consider ALL components needed to fulfill and complete project from beginning to end.**

Budget Items	Amount	Vendor	Budget Code Business Office Use
Supplies (please list)			
Equipment			
Contracted Services (list consultants)			
Installation/Facility Requirements			
Other:			
TOTAL			



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

Grant Application # \_\_\_\_\_ Reviewer # \_\_\_\_\_

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.*

<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	
<b>TOTAL</b>	<b>GRAND</b>				

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)