



2019-2020

Grants for Great Ideas Grant Application

Catalysts for Change: *Changing the way teachers teach, changing the way students learn.*

Important Information—PLEASE READ

Only One Submission Per Teacher or Administrator

Please fill out this application to apply for a Grant for Great Ideas grant from the Public Education Foundation of Marion County. Applications must be filled out in entirety and must be submitted by **4pm August 30, 2019**

Please submit one original application with the cover sheet attached and 4 copies with no cover sheet of your grant application to the Public Education Foundation by 4:00pm August 30. No late applications will be accepted. All applications should be stapled in the upper left corner.

Do not include your name or your school name in the body of the application.

Applications can be hand delivered, mailed via US Mail or delivered via courier.

**Public Education Foundation
1239 NW 4th St
Ocala, FL 34475**

Award Amount: \$1,000 - \$5,000

Who May Apply: Individual teachers, teams of teachers, school administrators on behalf of their school.

Applications must meet one of the following categories, choose **ONE** category:

- **Career/Technical Education**
- **Literacy**
- **STEM/STEAM Education**

Please be advised: As a condition of a grant award, recipients are **required** to submit a final evaluation of his/her project. The evaluation will consist of a report documenting final results (based on the goals and objectives set forth in the proposal) and will require a final budget analysis.

Please also be aware that recipients are required to turn in **receipts** documenting grant-funded purchase of materials, supplies, and services.

Mid-Term Evaluation due no later than **December 6, 2019**.

The final evaluation is due to the Foundation **NO later than May 1, 2020**.

Recipients who do not fill out a grant report by May 1, 2020, will no longer be eligible for Public Education Foundation grant support.

Important: Some items, materials and activities are NOT fundable. Please consult the expenditures section for allowable funding categories.

Awards are granted on a competitive basis. Please be complete in your proposal narrative and make sure to follow directions and completely answer all questions. **Do not include your name or your school name in the body of the proposal.** Failure to follow directions will render your application ineligible.

Tips:

- Read the entire application before beginning. Pay particular attention to allowable and non-allowable expenditures.
- NOTE: If you are requesting technology (iPads, computers, etc.) you must obtain a quote from the school district. Your school secretary/bookkeeper should be able to help you with this.
- Amazon is NOT an approved District vendor. You may not use them as a supplier.
- Do not use educational jargon or acronyms in your application, not all grant readers are educators.
- Have someone proof read your application.
- Make sure neither your name nor the name of your school appear in the body of the application.
- Follow all directions.
- Submit on time.

If you have questions, please contact Judi Zanetti at Judith.Zanetti@marion.k12.fl.us

All grant applications are due no later than August 30, 2019 at 4pm.



2019-2020

Grants for Great Ideas Cover Sheet

This cover sheet will be attached only to the original grant application. Do not attach it to the copies.

Name(s): _____

Position: _____

School: _____

Email: _____

Phone: _____

Project Title: _____

Amount requested: \$ _____

I, _____, do hereby certify that the facts presented in this report are true and that my Principal has approved and agreed to support this project. All applicable MCPS policies for fiscal control and records maintenance will be implemented to ensure proper accountability for funds distributed for this project.

I also acknowledge that I am aware that I will be required to submit a final evaluation no later than May 1, 2020.

Principal's Name: _____

Principal's Signature: _____

Grants for Great Ideas Application

Project Title: _____ Amount Requested: _____

1. What category fits your project? Select ONE:

____ Career/Technical Education
____ Literacy

____ STEM/STEAM Education

2. What is your best estimate of how many total students would be impacted by your project? _____

3. Number of teachers involved in this project? _____

4. Grade level(s) to be addressed: _____

Please respond to the following in narrative format. Use 12 pt. type, single spaced.

- 5. **Project Abstract** (*Brief overview of the project proposal including problems to be addressed and outcomes to be measured. 200 words or less*)
- 6. **Need (10 pts):** (*Describe, in 500 words or less, the need for your proposed project. If multiple needs are to be addressed, describe and document each need Use data whenever possible.*)
- 7. **Project Narrative:** (*Fully describe your grant project in 750 words or less. Describe as it relates to the category of the project: e.g., Career/Tech Education; Literacy; STEM Education. This section should address all components of the project.*)
- 8. **Goals and Objectives:** (*In 500 words or less state your project goal(s) and objectives.*) *NOTE: project objectives should be Specific, Measurable, Achievable, and Time-specific (SMART). Goal(s) and objectives should directly align with the need for the project and should be an indicator of how successful the project was at addressing the need.*)
- 9. **Project Timeline:** (*provide a timeline of significant project milestones from start to completion; may be provided in table format.*)
- 10. **Evaluation Plan:** (*Describe in 500 words or less how you will evaluate your project.*)
- 11. **Acknowledgement of the Public Education Foundation** (*Describe in 200 words or less how you will acknowledge the Public Education Foundation of Marion County for support of your project.*)

Required for all projects: Applicants must indicate in the tables below what project category the project serves and provide goals and a final report on at least ONE outcome measure for each priority area served.

NOTE: Applicants must describe how the outcomes will be measured in the evaluation narrative and will indicate in the following table specific data that will be collected. The table is included in the application so that recipients will know what specific data will be required in the final report.

CAREER/TECHNICAL EDUCATION <i>(Must report on AT LEAST ONE of the measures below for this priority area.)</i>	
Report on improvements in student knowledge, behavior and attitudes toward career and technical education and/or number of students completing program (or progress on completing) certification courses.	
	Percent of project participants who show increased interest in career/technical education
	Percent of project participants who completed and passed career/technical education certification (specify type of certifications received)
	Percent of project participants who made progress toward completing career/technical education certification (specify type of certification progress)
	Other measure (specify)
Describe how the above outcomes will be measured (what tests/surveys/data sources will be used).	
What improvements are expected from the project?	
LITERACY <i>(Must report on AT LEAST ONE of the measures below for this priority area.)</i>	
Report on improvements in and/or attitudes toward reading/writing skills.	
	Percent of project participants who improved in a standardized reading skills test(s)
	Percent of project participants who improved in a standardized writing skills test(s)
	Percent of project participants who show increased interest in reading
	Percent of project participants who show increased interest in writing
	Other measure (specify)
Describe how the above outcomes will be measured (what tests/surveys/data sources will be used).	
What improvements are expected from the project?	

STEM/STEAM EDUCATION <i>(Must report on AT LEAST ONE of the measures below for this priority area.)</i>	
Report on improvements in student knowledge, behaviors and attitudes toward STEM/STEAM education and career fields.	
	Percent of project participants who show increased interest in STEM/STEAM education
	Percent of project participants who show increased interest in pursuing STEM/STEAM career
	Percent of project participants who improved their grade in STEM/STEAM subject area (specify subject area)
	Other measure (specify)
Describe how the above outcomes will be measured (what tests/surveys/data sources will be used).	
What improvements are expected from the project?	

BUDGET (10 pts):

Please fill out the following information regarding your budget for this project.

12. Please list any additional funding sources applied for to fund this project. To date, have funds been awarded?

_____ YES _____ NO

_____ YES _____ NO

13. Describe how the project would be impacted if this grant is not 100% funded. Indicate how the project will be completed given the reduction in funding.

Expenditures

IMPORTANT INFORMATION
Amazon is not a MCPS approved vendor. No supplies may be ordered through Amazon.
Technology items such as computers, tablets and Smart Boards, must be ordered through the MCPS technology department. Your school bookkeeper can help you obtain a quote.
Account for shipping. Do not account for sales tax. Your school is tax exempt.

Allowable expenditures include: programmatic staff (beyond contracted workday) salaries and stipends, benefit costs for program staff, training/conferences, professional and technical services, classroom materials, computer software, computer hardware, other equipment, program supplies, in-state travel, and printing.

Non-Allowable expenditures include: Administrative Expenses, Support of Interscholastic Athletics, Capital Improvements, Decorative or Promotional Items, Fund Raising.

Items to be purchased	Quantity	Vendor	Total amount

TOTAL AMOUNT REQUESTED: \$ _____

Must match cover sheet amount

Checklist:

- _____ I have answered all questions and provided budget information.
- _____ I have obtained Principal approval and signature on Cover Sheet.
- _____ I have provided one cover sheet attached to the original application and 4 additional copies of the application.
- _____ I have stapled the application in the upper left hand corner.