

## **Alief ISD Education Foundation 2010 Mini-Grant Application**

### **Purpose**

The purpose of the Alief ISD Education Foundation Mini-Grant Program is to encourage, facilitate, recognize and reward **innovative instructional approaches** to meet Alief ISD's District and Campus Goals.

### **Eligibility**

Proposals for funding for special instructional supplies or projects must be....

- Originated by individuals or teams employed by Alief ISD.
- Directly beneficial to specific groups of Alief ISD students.
- Ready for implementation in the Spring Semester of 2011.

### **Grant Amounts**

The maximum funding for individual teachers is \$500 at the elementary and intermediate school levels and \$1,000 for the middle and high school levels. Departmental/Team grants have maximum funding as follows:

	Up to 8 team members	More than 8 team members
Elementary and Intermediate	\$1,000	\$1,500
Middle and High Schools	\$1,500	\$2,000

### **Selection Criteria**

Applications will be rated according to the degree to which the proposal...

- Addresses District and Campus goals and objectives.
- Represents an **innovative approach** to the accomplishment of said goals and objectives. Proposal should address a new project or significantly enhance one already underway.
- Incorporates sound evaluation procedures to verify results of the program.
- Is clearly and logically presented, particularly with respect to the...
  - Rationale/need for the project,
  - Specifics of the objectives,
  - Instructional procedures/methods/treatment, and
  - Correlation among objectives, instruction, and means of evaluation described.
- Grant applications with a focus on Health, Wellness, Fitness or core academics are eligible for bonus points.

### **Application Preparation**

The following guidelines must be observed for the application to be accepted and scored:

- Do not deviate from the format of the application.
- Furnish the information requested in the allotted space (no attachments).
- The same proposal duplicated and submitted on separate applications for different grade levels or schools will not be accepted. (However, a single proposal/project may apply to more than one grade level.)
- Applications should be typed and double-spaced, using a 12-point font.
- The application should be complete, with budget information included. (The amount requested must not exceed maximum funding specified above.)

- All vendors considered must be approved Alief ISD vendors. (Your campus secretary will be able to help you determine if a vendor is an “approved” vendor.)

### **Application Process and Deadline**

- Campus principals will receive the Mini-Grant Applications via e-mail in September and are tasked with forwarding to their campus staff members.
- Applications must be reviewed by the Campus Shared Decision-Making Council for congruency with campus goals and programs and must be signed by both the principal and SDC facilitator.
- Completed applications **must be received no later than Wednesday, December 1, 2010 at 4:00 p.m.** All applications should be delivered or mailed to Donna Rea/ President, Alief ISD Education Foundation, c/o Alief ISD, 4250 Cook Road, Houston, Texas 77072. Applications received after the deadline will not be considered, so please make sure that sufficient time is allowed for delivery if sending via U.S. Mail.
- Applications will be reviewed and commented on by the Grant Application Review Committee which may include three staff members familiar with grant processes and the subject areas. The grant applications will be reviewed separately by each of the reviewers and the scores assigned by the reviewers will be averaged. Awards will be made in the order of the average scores until the available money is exhausted.

### **Grant Application Process Timeline**

<b>November 2009</b>	Grant applications sent to campus principals.
<b>December 1, 2009</b>	Grant applications due to Donna Rea by Wednesday, December 1, 2010 at 4:00 p.m.
<b>Dec. 2-December 15, 2010</b>	Applications reviewed by Grant Application Review Committee.
<b>January 11, 2011</b>	Foundation Board of Directors votes on recommendations at January Foundation Meeting..
<b>January 12-14, 2011</b>	Mini-Grant recipients notified.
<b>January 18, 2011</b>	Funds available to grant recipients.
<b>February 8, 2011</b>	Reception for past and new mini-grant recipients in Alief ISD Board Room.
<b>May 13, 2011</b>	Program evaluations (both qualitative and quantitative) from recipients due to Alief ISD Education Foundation (c/o Superintendent’s Office).

### **Responsibilities of Grant Recipients**

- Use the awards for the purpose intended.
- Prepare a brief report about qualitative and quantitative results of the project for the AISD Education Foundation.
- Agree to share successful procedures in staff development sessions.

## 2010 Educator Initiative Program Application

Name of Applicant(s)

Single Grant Contact: Name

e-mail and phone:

School(s)

Grade(s)

Subject(s)

Project Title

**Check One:**

Team Grant < 8 members

Team Grant > 8 members

Individual Grant

\$1000 Elem/Intermed

\$1500 Elem/Intermed

\$500 Elem/Intermed

\$1500 Middle/High

\$2000 Middle/High

\$1000 Middle/High

**Attach Itemized Budget:**

BUDGET CODE:

ITEM

SUPPLIER

BUDGET AMOUNT

**Need:** (stated in terms of the number of students to be served)

**Purpose/Rationale:** (importance and relevance to District and Campus Goals)

**Objectives:** (state measurable results to be achieved, both quantitative and qualitative)

**Description of instructional procedures, treatment, and methods (if applicable) and activities that will be utilized:**

**Evaluation Procedures:** (refer to measurable objectives)

**Identify any school-community partners involved in the project and their role(s):**

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Principal's Signature/Associate Principal of Instruction

Date

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SDC Facilitator's Signature

Date