

**2019-2020**

**Innovation Grants Program Application**

**Due November 22, 2019**

**(Please note the date change in order for the AEFI to offer you feedback on your grant before it is scored by the Grant Committee)**

**P.O. Box 71**

**Ashland, MA 01721**

**Contact: teachergrants.aefi@gmail.com**

**Please note the important difference between our Grant types to ensure you apply for the correct one:**

**Innovation Grant**

***Projects must meet the AEFI Mission which promotes excellence by encouraging educators to take INNOVATIVE approaches to education. Projects considered for Innovation Grants should be considered pilot studies and new to our school district. Only Grant proposals that meet the AEFI mission will be considered for Innovation Grant funding. Maximum grant that will be awarded is $4,000. Your grant proposal must be unique from other AEFI grant applications.***

***Continued for the 2019-2020 Innovation Grant cycle – an award of $250 will be given to the school principal for each Innovation Grant awarded to his/her school! This is discretionary fund money that can be used however he/she chooses.***

**Needs Based Grant**

***Needs Based Grants do not have a monetary cap, generally must have a broad reach across a school and consideration is given to those grants that are offer unique and exciting opportunities for student learning. Needs Based Grants are awarded based on the superintendent’s recommendation in conjunction with the AEFI. The Needs Based Grant application can be obtained from Paul Carpenter and completed applications must be submitted through the appropriate school principal by February 14, 2020.***

**Innovation Grant Basics**

|  |  |  |  |
| --- | --- | --- | --- |
| **Title of Grant:** | | | |
| **School:** | | | |
| **Applicant Information** | |  |  |
| *Name of Primary Applicant:* | | *Collaborators*: | |
| *Are you submitting this grant as a first-time project lead: (3 points if new applicant)* | Y N |
| Telephone (work): | |
| Email (work): | |

|  |  |  |
| --- | --- | --- |
| **About This Grant** |  |  |
| *Grade Level:* | *# of Students to benefit (Max 10 points)* | |
| *Curriculum Area:* | *# of Staff to benefit* | |
| *Start Date:* | *Total Requested ($)* | |
| *Brief Description of Grant (100 words or less):* | | |

**Section 1: Proposal**

**This section contains 4 questions (a-d) that will explain your project in detail (maximum of 4 pages).**

***Has a project like this been completed before in our school system? Projects considered for Innovation Grants should be considered pilot studies. If your grant is a project or similar project that has been used in the Ashland School District already it will be considered for a Needs Based Grant. For example, if your project is for iPads to assist in completing core curriculum, your grant request will be considered under the Needs Based Grant criteria not as an Innovation Grant. However, if your grant is to use iPads for an innovative project that is new to our district then it will be considered for an Innovation Grant. Please be sure to describe how this project is unique in the following sections.***

*Please Note: Proposals must meet the AEFI Mission which promotes excellence by encouraging educators to take* ***Innovative*** *approaches to education. Scoring is based on a scale of 0 (doesn’t meet criteria) – 5 (meets all criteria). Proposal must score an average of 4 or above from the committee to be considered for further scoring and funding.*

1. ***Innovation: Describe the ways in which your proposal reflects an innovative approach to solving an educational need. (Max of 25 points)***

Response:

1. ***Educational Challenge: Describe the educational need(s) this project addresses. (Max 5 points)***

Response:

1. ***Goals & Objectives: Describe the ultimate goal of the project as well as the specific objectives you need in order to meet this goal. (Max 5 points)***

Response:

1. ***Curriculum: Describe how the project will affect the curriculum. If there is a new technology being acquired as part of the project, describe how the technology will be integrated into the students’ day-to-day activities. (Max of 10 points)***

Response:

**Section 2: Implementation**

**This section contains 5 questions (e-i) that will explain how you will implement, measure the success and share news about your grant (maximum of 3 pages)**

1. ***Implementation: Describe in detail the procedures and/or steps for implementing this project. If using a consultant specify his/her role in the project and attach his/her resume. (Max of 5 points)***

Response:

1. ***Training: If new technology is being acquired as part of the project, describe how the faculty and students will be trained on the use of the new technology. (Max of 5 points)***

Response:

1. ***Collaboration: Describe the collaborative approach to your proposal. If applicable, describe how others have collaborated in the past with a similar idea. (Max of 10 points)***

Response:

1. ***Success Criteria: Describe how you will determine the success of the project, what data you will collect over the project’s life span and the key indicators used in determining if the project goals and objectives have been met. Explain what factors will be evaluated and the methods of evaluation used (data, surveys, journals, photographs, etc). (Max of 10 points)***

***Response:***

1. ***Reusable: May this project be repeated in subsequent years without further funding? Please consider the need for licensing fees, subscriptions, carts and/or charging/docking stations, etc. (Max of 5 points)***

***Response:***

**Section 3: Proposed Budget**

***Supplies & Materials: Please itemize all supplies & materials purchased by this grant. A lump sum request will not be accepted. Be sure to include any consumables required for the project.***

|  |  |
| --- | --- |
| **Item** | **Cost** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

***Purchased Services: Please itemize all services such as training, software maintenance, and licensing, etc…purchased by this grant. Please note that the amount indicated must not exceed 20% of the total funds requested***

|  |  |
| --- | --- |
| **Item** | **Cost** |
|  |  |
|  |  |
|  |  |

***Equipment: Please itemize all equipment such as chromebooks, ipads, etc….Please note all equipment remains the property of the Ashland Public Schools***

|  |  |
| --- | --- |
| **Item** | **Cost** |
|  |  |
|  |  |
|  |  |

***Shipping & Handling: Do not include costs already included in the line items above.***

|  |  |
| --- | --- |
| **Item** | **Cost** |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| **Total Requested ($)** | **$** |

***If your project exceeds $4,000 do you have a commitment for funding to make up the difference? Please list source(s) and the amount(s) requested, as well as the date(s) when you expect to be notified about acceptance.***

|  |  |
| --- | --- |
| **Item** | **Cost** |
|  |  |
|  |  |
|  |  |

***Does this funding fully meet the needs of implementing your project? If not, what amount would allow you to fully implement your project?***

***Response:***

**Section 4: Timelines & Stakeholders**

***Please list the phases of your project and the month(s) estimated for each phase. Project must offer a timeline that is doable and reasonable. (Max 5 points)***

|  |  |
| --- | --- |
| **Phase** | **Month(s)** |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| 6. |  |
| 7. |  |
| 8. |  |
| 9. |  |
| 10. |  |

***Please list all project stakeholders, including administrators. By listing stakeholders here, you confirm you have reviewed this request with each and they are poised to support the project should the grant be awarded.***

|  |  |  |
| --- | --- | --- |
| **Name** | **Position** | **Specific Role in Project** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

***Every grant must meet the approval of the appropriate school Principal, Director of Information Technology and the Curriculum Director before submission to the AEFI.***



|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Application Number:** | | | **Primary Applicant’s Name** | | | | | |
|  | | | | | | | | |
| **Mission Rank** | | | | | | **Possible Pts** | | **Awarded Pts** |
| Does the proposal fit the AEFI mission? The AEFI mission is to promote excellence by encouraging educators to take INNOVATIVE approaches to education.  Scoring based on a scale of: 0 (doesn’t meet criteria) – 5 (meets all criteria)  *Please Note: Proposal must score an average of 4 or above from the committee to be considered for scoring. See Grant General Information File for details* | | | | | | 5 | |  |
|  | | | | | |  | |  |
| **Grant Basics** | | | | | | **Possible Pts** | | **Awarded Pts** |
| First-time grant lead | | | | | | 3 | |  |
| Number of students   * Partial classroom 1 points * Single classroom 4 points * Multiple classrooms 7 points * Single grade 7 points * Multiple grades 8 points * Single school 8 points * Multiple schools 10 points * Entire district 10 points | | | | | | 10 | |  |
| **Proposal** | | | | | |  | | |
| Innovation: Differentiates from previous work and reflects an innovative approach to solving the problem | | | | | | 25 | |  |
| Identifies the educational challenge or need | | | | | | 5 | |  |
| Clearly describes the ultimate project goal and specific objectives | | | | | | 5 | |  |
| Explains how the curriculum is taught | | | | | | 10 | |  |
| **Implementation** | | | | | |  | | |
| Describes the procedures and/or steps for implementing this project | | | | | | 5 | |  |
| Describes the training plan | | | | | | 5 | |  |
| Collaboration: Identifies a collaborative approach to addressing the identifying the educational need | | | | | | 10 | |  |
| Success criteria: Evaluation is based on clearly defined data and sound evaluation methods | | | | | | 10 | |  |
| Reusable: Project may be repeated in subsequent years without further funding | | | | | | 5 | |  |
| **Timelines** | | | | | |  | | |
| Offers a timeline of activities that are doable and reasonable | | | | | | 5 | |  |
|  | Grant Basics | Proposal | | Implementation | Timelines | | Total | |
| Total Points Possible | 13 | 45 | | 35 | 5 | | 98 | |
| Total Points |  |  | |  |  | |  | |