



The Education Foundation for Lockhart ISD presents its 2017 application for Innovative Teaching Grants. Our organization created the grants to help provide teachers and administrators with the development, resources and tools needed to impact student achievement and enhance the educational experiences for our students.

We look forward to reading your application.

## Grant Timeline

February 2017	Call for grants with campus visits
February 21, 2017	Grant Application website opens ( <i>www.foundation4LISD.com</i> )
February 21 - March 31, 2017	Grant Applications accepted
March 31, 2017	Grant Applications due to Campus Principal by 4:00 pm
April 2017	Applications evaluated by Grant Review Committee
May 2017	Announcement of Grant Recipients
July 2017	Grant recipients begin purchasing process
2017 – 2018 school year	Implementation of awarded projects

[Grant Timeline](#) | [Grant Guidelines and Tips](#) | [Grant FAQ](#) | [Grant Application](#)





# Innovative Teaching Grants Education Foundation for Lockhart ISD

Grant Application Packet for Teachers



# Innovative Teaching Grants

## Guidelines and Tips 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 Education Foundation for Lockhart ISD (EFLISD) 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 Campus Action Plan.

### Persons Eligible to Apply for Grants

Individuals or teams of individuals employed by Lockhart 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 2017-2018 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 achievement.

### Award of Funds

Grants of up to \$1,000 will be awarded to individual teacher initiated programs or projects. Grants of up to \$2,000 will be awarded to campus teams, departments and district-initiated programs or projects. The number of awards will depend on funds available from EFLISD. The grant committee will determine whether to fully fund, partially fund, or deny funds for the project.

### Selection Criteria

- The grant supports the District goals and the Campus Action Plan and is specifically designed to address an area of need substantiated by data.
- New, creative, and innovative ideas are incorporated in the proposal.
- 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 proposal is clear and logical, including specificity of objectives and procedures.
- Grants are to be used to fund projects that cannot be provided in the school and district budgets.



## Submission of Grant Application

- Application forms may be obtained online through the web page: [www.foundation4LISD.com](http://www.foundation4LISD.com)
- All applications must be reviewed by the campus principal for congruence with campus programs and Campus Action Plans.
- The campus principal must sign the application.
- Signed applications are due to your principal no later than March 31, 2017.

## Selection Process

- Applications will be reviewed and commented on by the Grant Application Review Committee made up of the following members: 3 Education Foundation directors appointed by the president of the EFLISD Board of Directors; 2 Community Representatives as approved by the Foundation Board of Director; Deputy Superintendent (nonvoting member); Others as determined by the EFLISD Board of Directors.
- If recommended for approval, the application is presented to the Board of Directors of EFLISD in summary form for review and formal approval.
- If approved by the EFLISD Board of Directors, the application is collectively presented to the Lockhart School Board for formal acceptance of the grant funds.
- Applicants will be notified of decisions by the date specified by the committee.

## Responsibilities of Grant Recipients

- Grant recipients will use the awards for the purposes intended.
- Projects awarded must be ready to be implemented at the beginning of the school year 2017-2018, following receipt of funds. (Exceptions: shipping or products on back order.)
- Project must be fully implemented and final report submitted to EFLISD before recipients can submit an application for another grant.
- Funds must be expended within 12 months of being awarded. Unexpended funds are returned to EFLISD.
- Grant recipients will submit an evaluation of the project to the EFLISD board by April.
- Grant recipients agree to share successful procedures in staff development sessions.



When applying for a grant, please remember the following:

- Do not use the name of your campus in the application.
- 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 that the district has already budgeted. If training is necessary to complete the grant, please include this in the application. When creating your budget, research carefully and be realistic. Use district vendor prices to create a budget list. This is imperative so the items needed for the grant will be received in a timely manner.
- 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.
- Student travel may be funded for innovative grants.
- Projects awarded must be fully implemented by the end of the 2017-2018 school year.
- Lastly, an evaluation response form will be completed by the grant recipient in April and returned to EFLISD. The point of this evaluation is to see how the education foundation can make the grant application smoother, more efficient and effective.

## 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/Campus Action Plan(s).

### *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 measure the degree of success of the project.

### *Partners:*

Are there others who will participate in this project? (CIS, Rotary, Lion's Club)  
What will their roles be?



## FREQUENTLY ASKED QUESTIONS

What if a grant recipient moves to another school?

In the event a recipient of a grant moves to another campus in the district, the teacher may transfer the grant program to the transfer school, provided the transfer is to a compatible grade level. If the transferring teacher is one member of a group grant, the grant will remain at the school awarded the grant. Any question regarding a grant transfer may be resolved by the EFLISD grant committee. Site grants are non-transferable.

Can a teacher submit another application for a new project, if that teacher has already received a grant in the past?

The grant recipient may reapply during the next grant period.

Will the application committee know where I work?

No. All applications are judged through a blind-review process. Therefore, we ask that you do NOT mention your name or your school name on your application except, of course, on the cover page. The cover page will be removed before the review process. We want every application to be judged on the merit of the proposed project.

How can I measure or evaluate the success of my project?

We do not encourage applicants to use standardized testing as the measure of success. We encourage you to find varying measures or evaluations of success, such as a pre- and post-project measurement, rubric, student survey, peer evaluation, etc.



# Innovative Teaching Grant Application Cover Page

*(This page will not be seen by the Review Committee.)*

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

Amount of Grant \$ \_\_\_\_\_

Printed name of Applicant(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School \_\_\_\_\_ Grade(s) \_\_\_\_\_

Subject(s) \_\_\_\_\_

Number of Students Participating \_\_\_\_\_

Primary target population to be served:

\_\_\_ students (target group): \_\_\_\_\_  
\_\_\_ parents \_\_\_ teachers

Implementation start date \_\_\_\_\_

Description of the Teaching Project (no more than 100 words or 4-5 sentences)

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

Signature of Director of Instructional Technology\* \_\_\_\_\_

*\* Required when funds will be used to purchase technology and/or media equipment.*

Signature of Director of Facilities\* \_\_\_\_\_

*\* Required when funds will be used for construction or maintenance.*



# Innovative Teaching Grant Application

**IMPORTANT - Do not include the name of your campus in the Project Title or 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 LISD previously?  
 Yes    No

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

**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:** (Use this page to answer a, b, and c.)

a. Describe what you want to do with the grant funds.

b. List a time line and activities for implementing the project/program.

c. What makes this project innovative?



**Evaluation Strategy:**

a. Describe how you will measure the degree of success of your project.

b. How will you share your project's success with your peers?

**Partners:** (Identify any school and/or community partners involved in the project and their respective roles.)

**Sustainability:**

a. If funded, how will you continue the program/project in the future without grant funding?

b. What will be the recurring costs?

c. How will this program/project be funded in the future?



DIRECTIONS: Note the budget distribution for each category. Be specific. Do not guess at costs. Contact the purchasing and/or technology departments at your school or at Central Office to see if the district has a vendor that can provide the items requested. If more space is needed, continue on a separate page and attach the page to your grant proposal.

<b>Budget Items</b>	<b>Amount (include shipping / handling costs)</b>	<b>Vendor</b>	<b>Budget Code Business Office</b>
Supplies (complete list)			
Equipment			
Contracted Services (list consultants)			
Other:			
TOTAL			



Education Foundation  
Criteria for Grant Reviewer Scoring Matrix

Application Number \_\_\_\_\_

Evaluator # \_\_\_\_\_

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.*

**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.

<i>Criteria</i>				Weighted Amount
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
Project includes participation and support of parents, community and/or business partners.	3	2	1	X 1
Will this project be sustainable for future classes?	3	2	1	X 1
<b>GRAND TOTAL</b>				

Additional Comments (please use back if necessary)

DUE -- MARCH 31, 2017

Please submit the grant application to the campus principal.

