



Lawrence Schools Foundation

2010 Teacher Innovation Grant Guidelines

You dream it; we will help you achieve it!

Purpose of the program

The Lawrence Schools Foundation Teacher Innovation Grant program provides the opportunity for an educator or a group of educators to enhance the educational experience for their students. Grants are awarded to teachers who implement creative and unique ideas for their classrooms and students that result in increased student achievement, and for proposals that engage students in critical thinking and problem solving. These grants provide private funding beyond basic school funding for innovative programs and projects in the classroom.

Grant amounts

The Foundation awards these grants annually based on available funding for the Teacher Innovation Grant program. Maximum award per grant is \$3,000. Grant requests will be funded in full when possible, although it may be necessary to partially fund some grants.

Eligibility

Any educator or group of educators in the Lawrence Public Schools may apply for a Teacher Innovation Grant.

Funding Priorities

Teacher Innovation Grants are designed to reward creative and innovative educators who dedicate time and energy to enhance their students' educational experience, and to further inspire such creativity in the school district. A grant may be considered innovative if the following questions can be answered "yes":

- Is it new to me?
- Will it excite students about learning?
- Will it improve student achievement?

In order to determine whether the grant will *further inspire creativity in the school district*, the educator should provide evidence of sustainability and *how materials/equipment could be shared, used again, or duplicated*. Preference will be given to grants that go beyond purchasing additional classroom materials. Funds may be used to purchase equipment as long as the equipment is just one component of the project/program. Additionally, preference will be given to grants that go beyond "one-time events." Use of existing equipment in new ways is strongly encouraged.

Selection Criteria

1. The project enhances and improves student achievement (15 points)
2. The project is innovative (10 points)
3. The project's purpose, goals, and activities are clearly articulated (10 points)
4. The project engages students as active participants in the learning process (10 points)
5. The project could be sustained once grant funds no longer exist (5 points)
6. The project could be replicated in other settings (5 points)
7. The project's success can be measured (2 points)
8. The project's budget is clearly linked to the purpose and goals (2 points)
9. The project cannot be fully funded by other resources (1 point)

Total points possible: 60 points

Restrictions and Requirements

- Grants may not be used to pursue degrees or to pay salaries to applicants. However, *grants can be used for staff/professional development if the training and/or preparation is material to the implementation of the innovative program or project proposed.*
- Projects that request grant funds to purchase classroom materials and equipment must be justified as essential to the project.
- Grants are to be used only for the specific purpose awarded.
- Grant applications must be for projects that can be implemented and completed in the 2010/2011 school year. Grants awarded are conditional upon the project actually being implemented.
- *Any grant funds not used or committed by June 30, 2011, will be returned to the Foundation, unless otherwise authorized by the Foundation in writing.*
- Grant recipients must submit a **one-page evaluation by July 15, 2011**, or within one month after the grant activities are completed, explaining the project's level of success. Supporting documentation should accompany the letter. Copies of photos or published articles about the projects are appreciated.
- Everything purchased with the grant, as well as any pending grant purchases, become the property of the school or program to which the grant was originally awarded.

Selection Committee

The Selection Committee for Teacher Innovation Grants includes Foundation trustees and volunteer educators. The Foundation Board of Trustees will make the final decision regarding which grants will be awarded. Please avoid overuse of educational jargon on your application, if possible.

Timelines and Deadlines

Applications must be received in the Foundation office **by 5:00 p.m. on February 8, 2010**. Applicants will be notified of grant selections in March 2010, and funding will be available beginning July 1, 2010. The Foundation will publicize the awards after recipients are notified. The deadline for spending grant funds is June 30, 2011.

The Lawrence Schools Foundation is a 501(c)(3) charitable organization. Our mission is to enrich the education provided to all students by the Lawrence Public Schools. Through the generation and management of gifts, we seek to promote and enhance:

- A strong relationship between our community and the Lawrence Public Schools
- Innovative teaching-learning opportunities, the recognition of teachers, and development of staff
- Effective early childhood programs
- Recognition and encouragement of student achievements

Please visit our website at www.lawrenceschoolsfoundation.org



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Application

I. Please complete this cover sheet as the first page of your application. No cover letters, please. Applications may be downloaded at www.lawrenceschoolsfoundation.org. If submitting a proposal by email, you must also submit a hard copy of this cover sheet with your administrator's signature. The application must be submitted by **5:00 p.m. on February 8, 2010** to: Susan Esau, Executive Director, Lawrence Schools Foundation, 110 McDonald Drive, Lawrence KS 66044.

Name and Position of applicant(s):

School or building: _____

Title of project/program: _____

Grade level(s) served: _____

Number of students served: _____

Amount requested: _____

This application is being submitted by:

- An individual educator
- A team of educators

Administrator's Endorsement: _____

Approval by IT Department: _____

Print this page for the administrator's signature and mail to the Lawrence Schools Foundation. (The administrator's signature verifies that the administrator supports the proposal and, if awarded, the implementation of the project or program in the school and/or district. If this is a request for technology, the applicant and/or administrator are responsible for getting IT's approval before the proposal is submitted.)

II. Please answer the following questions. If additional space is required, please use the fourth page provided and reference the question(s) you are answering. Please limit your total proposal to four (4) pages, excluding the cover sheet

A. Student Achievement

Explain how this project will enhance student achievement.

B. Innovation

Explain how this project is innovative.

C. Goals and Purpose

Clearly articulate the project's purpose and goals. Identify which students will participate in the project.

D. Project Description

Describe the project, including the activities and/or instructional materials you will develop.

E. Sustainability

Explain how the project can continue once funds are no longer available.

F. Evaluation

Explain how the success of the project will be measured.

G. Budget

Include an itemized listing of expenditures, including total expected cost.

H. Replication

Explain how other educators could replicate this project, and how you plan to share the project (materials, equipment, and information) with others in the district.

I. Funding Resources

Explain the availability of other funding resources for this project.

This page can be used for additional information to the above questions. Please reference the question you are answering.