



Innovative Teaching Grants Grant Application Packet



Innovative Teaching Grants Guidelines 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 Kenedy ISD Education Foundation (KISDEF) 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 Kenedy ISD).

Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by Kenedy ISD 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 upcoming semester of the 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 academic achievement.

Award of Funds:

Grants of up to **\$3,000** will be awarded to individual teacher initiated programs or projects. Grants of up to **\$3,000** will be awarded to campus teams, departments and district initiated programs or projects. One application per teacher. One application per team. Total awards not to exceed \$21,000.

Selection Criteria:

- The degree to which the grant supports the District goals and is specifically designed to address an area of need substantiated by data.
- The degree to which student academic performance is emphasized.
- The degree to which sound evaluation procedures are incorporated in the proposal.
- The degree to which 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 degree to which the proposal is clear and logical, including (a) specificity of objectives; (b) clarity of description of instructional procedures, methods or treatments; and (c) correspondence among evaluative procedures, objectives and treatments.

Grant Applications should be submitted to the KISDEF electronically. Do not email

Updated 3/28/24



Cover Page.

Email application as an attachment to foundation@kenedyisd.com

A hard copy of the cover sheet with original signatures must be delivered to the KISDEF at the Administration Central Office.

Updated 3/28/24



Selection Process:

1. **Application forms may be obtained online through the KISD web page.** Contact Jami Reed.
2. Teacher initiated applications must be reviewed and signed by the principal to ensure congruence with campus programs and goals.
3. Emailed application and hard copy Cover Page with signatures delivered to the KISD Administration Central Office, no later than the date selected by the KISDEF Board of Directors.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of at least four KISDEF Program Committee members.
5. **Only completed applications will be reviewed or considered.**
6. If recommended for approval, the application is presented to the Board of Directors of KISDEF in summary form for review and formal approval.
7. If approved by the KISDEF Board of Directors, the application is collectively presented to the Kenedy ISD School Board for formal acceptance of the grant funds.
8. Applicants will be notified of decisions by the date specified by the committee.

Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the current school year of award notification.
- Project must be fully implemented by the end of the fall semester after grant is awarded.
- Project evaluation must be submitted within 30 days of project completion.
- 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.
- Grants are to be used to fund projects that cannot be provided for in the school and district budgets.
- 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. When creating your budget, research carefully and be realistic. 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.
- Projects awarded must be fully implemented by the end of the fall semester after grant is awarded.
- **Grant Applications should be submitted to the KISDEF electronically. Email application as an attachment to foundation@kenedyisd.com by the deadline. Do not include Cover Page.**
- **A hard copy of the Cover Page with original signatures must be delivered to the KISDEF at the Administration Central Office by the**

Updated 3/28/24



deadline.

Updated 3/28/24



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 Improvement Plan.

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 know whether the project was successful.

Partners:

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

**Innovative Teaching Grant
Application Cover Page**
DO NOT EMAIL – DELIVER TO Administration Central Office by Deadline

Project Title: _____

Name of Applicant(s) Signature of Applicant(s)

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.	.
.	.
.	.
.	.

School(s) _____

Grade(s) _____ (list each grade level)

Subject(s) _____

Number of Students _____

Amount of Grant \$ _____

Primary target population to be served:

___students (target group:_)

___parents

___teachers

Implementation dates: _____

Signature of Principal _____ Date _____

Signature of Director of Instructional Technology* _____ Date _____

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

Abstract (no more than 100 words)

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

Updated 3/28/24



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 KISDEF 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: (Describe what you want to do with the grant funds. List activities and timeline. How is it innovative?)

Evaluation Strategy: (Describe how you will know if your objectives are met. How will you share your program's successes with your peers?)

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

Sustainability: (If funded, how will you continue the program/project in the future? What will be the recurring costs? How will this program/project be funded in the future?)

DIRECTIONS: Note the budget distribution for each category. Be specific.

Budget Items	Amount	Vendor	Budget Code Business Office Use
Supplies (please list)			
Equipment			
Contracted Services (list consultants)			
Other:			

Updated 3/28/24



TOTAL			

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Updated 3/28/24



**Kenedy ISD Education Foundation
Criteria for Grant Approval Reviewer
Score Sheet**

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.

<i>Criteria</i>				Weighted Amount	Weighted Total
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	
GRAND TOTAL					

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

Updated 3/28/24



project. Additional Comments (please use back if necessary)

Updated 3/28/24

