

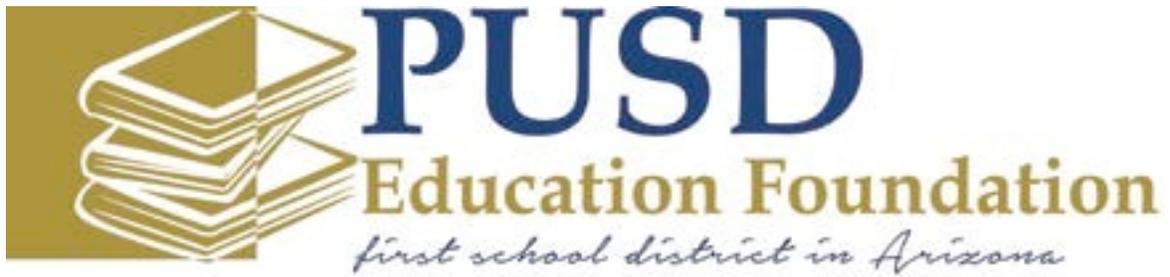


PUSD

Education Foundation

first school district in Arizona

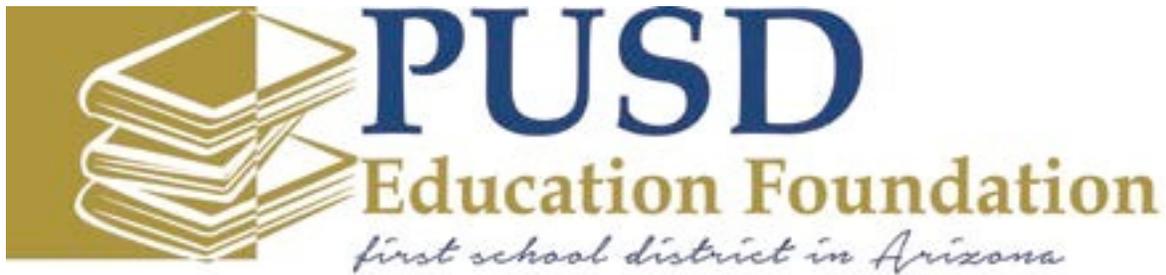
Innovative Education Grants
Grant Application Instructions



Innovative Education Grants Timeline

September 22, 2017	Grant Applications Begin
September 27, 2017	Grant Workshop at PHS Library at 4 PM*
October 4, 2017	Grant Workshop at Granite Mountain and Mile High Libraries at 4PM*
November 3, 2017	Grants Due
December 1, 2017	Grants Awarded

*All applicants must attend one of the three offered mandatory workshops in order for their application to be reviewed.



Innovative Education Grants Guidelines for Grant Applications

Purpose

Innovative Education Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to accomplishment of program objectives. The Prescott Unified School District Education Foundation (PUSDEF) is offering teachers, administrators, and staff the opportunity to apply for grants to support innovative programs or projects to support higher levels of student learning. Grants must enhance student academic performance and support the objectives, goals, and initiatives of the Prescott Unified School District (PUSD).

Persons Eligible to Apply

Individuals or teams of individuals employed by PUSD who are involved in the instruction of students or related support services benefiting students may apply. **Only one application per PUSD employee per semester will be accepted.**

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 or any activity or material which supports higher levels of student academic achievement.

Award of Funds

Grant requests must be a minimum of \$500 to be considered. The number of awards will depend on funds available from PUSD Education Foundation.

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 enhanced.
- 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 to programs that are already underway.

- 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.

Selection Process

1. Application forms may be obtained online at pusdeducationfoundation.com/grants.
2. Teacher initiated applications must be reviewed and signed by the principal to ensure congruence with campus programs and goals.
3. Signed copies of the cover page can be submitted electronically or by hard copy to the district office by November 3. All other pages of the application **MUST** be submitted electronically.
4. Applications will be reviewed and commented on by the Grant Application Review Committee.
5. If recommended for approval, the application is presented to the PUSDEF Board of Directors in a summary form for review and final approval.
6. If approved by the PUSDEF Board of Directors, the application is collectively presented to the PUSD School Board for formal acceptance of the grant funds.
7. Applicants will be notified of decisions by the date specified by the committee.

Responsibility of Grant Recipients

- Use the award for the purposes intended.
- Funds must be expended by the end of the school year in which the funds were awarded.
- Projects must be fully implemented by the end of the school year in which the funds were awarded.
- Project evaluation must be submitted within 30 days of project completion.
- Recipient agrees to share successful procedures in staff development sessions.

Restrictions

- Grants are to be used to fund projects that cannot be provided for in the school and district budget.
- Grants cannot be used to fund teacher training or travel, field trip transportation costs (buses, etc) or substitute teachers.

Requirements

- Grant applications must be typed.
- Do not use the name of your campus or mascot in the application.
- Projects must be fully implemented by the end of the school year.
- Research your budget carefully and be realistic. Items must be purchased from district approved vendors.
- **Grant applications must be submitted electronically. Email applications as an attachment to grants@pusdeducationfoundation.com**