



Grant Application Process

2023

Purpose:

This program is designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches that lead to the accomplishment of district and/or campus educational initiatives.

Persons Eligible to Apply for Grants:

Individuals, or teams of individuals, employed by the Sharyland 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 2023-2024 school year and which meet the selection criteria.

Award of Funds:

Grants of up to \$750 will be awarded to teacher-initiated programs or projects. Grants of up to \$1,500 will be awarded to campus teams, departments and district-initiated programs or projects.

The number of awards will depend on funds available from the SISD Education Foundation.

Due Date: (Online submission): Applications will be ***due no later than 5:00 p.m. Friday, September 8, 2023***

Selection Criteria:

- The degree to which the proposal addresses important grade/course/district/campus educational objectives
- The degree to which the proposal represents a creative or innovative approach to the accomplishment of objectives. (It should address a new project or enrich/expand one accomplished or underway)
- The degree to which sound evaluation procedures are incorporated in the proposal
- 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; (c) correspondence among evaluative procedures, objectives and treatments

Selection Process:

1. Applications are available on the SISD website. The application link will be posted on the Sharyland ISD Education Foundation page located under the “Our District” drop-down menu then click on the Education Foundation tab.
2. Applications will be reviewed by the Grant Application Review Committee. The committee will be made up of Sharyland ISD Education Foundation members, Curriculum & Instruction staff, and others as needed.
3. For each grant application submitted, the committee shall make one of the following recommendations: (a) approval; (b) approval with conditions and/or modifications; and/or (c) disapproval (d) disapproval with suggestions for resubmission
4. If recommended for approval, the application is presented to the Foundation Board of Directors for review and formal approval.
5. Applicants will be notified of decisions on Prize Patrol Day (TBA).
6. Purchase Orders must be entered by **OCTOBER 31, 2023. OR FUNDS WILL NOT BE AVAILABLE**
7. Implementation of Grants begins as soon as you receive your Grant.

Responsibilities of Grants Recipients:

1. Use the awards for the purposes intended.
2. We require for the materials requested be **NON-CONSUMABLE** - For example, No Food or Parties, No office or schools supplies, No Field Trips, No Subscriptions / Online licenses.
3. Agree that **ALL GRANTS** will be the property of the Campus. If teacher/personnel leaves or moves to another campus all Grant materials will stay at awarded campus.
4. Prepare a brief final report with photos of your students benefiting from the Grant funds. This will be shared with prospective donors, other teachers, and for the inclusion in the SISD Education Foundation’s Annual report.
5. Agree to share successful procedures in staff development sessions.
6. Agree to recognize Sharyland ISD Education Foundation if published.

Guidelines for Completing the Application:

The project is appropriate if you can answer yes to the following questions:

- All applications must NOT contain any identifying campus Name, Staff Name, or any other identifying marker.
- Is it important to learning?
- Does the project support the District curriculum in the grade level/course and/or address a specific District/campus initiative?
- Are the objectives attainable?
- Is the project innovative/original/creative/challenging?
- Is it a new project or will it enrich/expand one already accomplished or underway?
- Any novel requested in the grant should be verified by the campus librarian as age and grade appropriate.

Description/Purpose:

- Respond to Whom? What? When? Where? Why?
- Explain what achievements are expected, the population and number of student served. (e.g. create a picture of the value of the project/expected outcomes; what is difficult and will be better if the project is successful?);
- Specify attributes of the proposed project; and
- Summarize pertinent information about the project.
- Keep the statement simple and straightforward
- Promise only that which you can reasonably expect to achieve.

Statement of Rationale and/or Need:

- State need as it relates to purpose.
- State how the project relates to/supports the District curriculum and/or District/campus initiative(s) strategic educational plan

Objectives:

- Be specific.
- Limit the number of objectives.
- State objectives in measurable terms.

Activities:

- Be creative.
- Relate to purpose and objectives.
- Provide timeline.

Evaluation:

- Indicate methods to measure the success of the project.
- Describe the process to be used.
- Relate to measurable objectives.