



(Foundation use only)

Application # \_\_\_\_\_

# 2017-2018 APPLICATION COVER SHEET - ORIGINAL

STEM & Literacy Grants

**Due Monday, September 18, 2017**

*This page goes on top original ANONYMOUS application only.*

Check target area (or both if applicable) \_\_\_\_\_ STEM \_\_\_\_\_ Literacy

School Name \_\_\_\_\_  
School Street Address \_\_\_\_\_  
School City **and** Zip Code \_\_\_\_\_ Zip Code \_\_\_\_\_  
School Phone Number \_\_\_\_\_

2016-2017 School Grade \_\_\_\_\_ (A, B, C, D, or F)

Principal's Name \_\_\_\_\_  
Principal's Email \_\_\_\_\_  
Principal's Phone Number \_\_\_\_\_

\*Lead Contact's Name \_\_\_\_\_  
Lead Contact's Email \_\_\_\_\_  
Lead's School Phone # \_\_\_\_\_  
Lead's Cell Phone # \_\_\_\_\_

Grant Title \_\_\_\_\_  
Number of Student Participants \_\_\_\_\_ Grade Level/s \_\_\_\_\_  
Number of Teacher Participants \_\_\_\_\_ Subject Area/s \_\_\_\_\_  
Funding Amount requested \_\_\_\_\_  
(\$1,500 - \$5,000)

We understand that funds should be spent by Monday, November 27, 2017 and a Mid-Year Report must be submitted by Monday, December 4, 2017. A Final Evaluation Report will be submitted to the Foundation by Friday, May 11, 2018. We agree to provide photos, thank you notes, and any other relevant project materials to demonstrate the impact of the grant project to the Foundation to share with donors and the Consortium of Florida Education Foundations ("Consortium"). We are aware of our obligations if this grant application is funded. We understand only one application may be submitted from each school.

Signatures: \_\_\_\_\_ / \_\_\_\_\_  
\*Lead Contact Principal

\* Person who will attend training, prepare mid-year and final reports and oversee implementation of grant



(Foundation use only)

Application # \_\_\_\_\_

## 2017-2018 APPLICATION COVER SHEET - **DUPLICATES** STEM & Literacy Grants

**Due Monday, September 18, 2017**

***This page goes on top each of your eight (8) application copies only.***

Check target area (or both if applicable) \_\_\_\_\_ STEM      \_\_\_\_\_ Literacy

Grant Title \_\_\_\_\_

Number of Student Participants \_\_\_\_\_

Grade Level/s \_\_\_\_\_

Subject Area/s \_\_\_\_\_

Number of Teacher Participants \_\_\_\_\_

Funding Amount requested \_\_\_\_\_  
(\$1,500 - \$5,000)



2017-2018 Grants for Excellence  
Application Scoring Rubric

	<u><b>EXCELLENT</b></u>  <b>WE HAVE TO FUND THIS PROJECT!</b>  <b>(4 POINTS)</b>	<u><b>ABOVE AVERAGE</b></u>  <b>MAY BE MISSING MINOR INFORMATION BUT IS A VERY WORTHY PROJECT!</b>  <b>(3 POINTS)</b>	<u><b>AVERAGE</b></u>  <b>THERE'S MERIT IN PROJECT IDEA BUT NEEDS MORE PLANNING, EXPLANATION, OR DETAIL</b>  <b>(2 POINTS)</b>	<u><b>BELOW AVERAGE</b></u>  <b>LITTLE THOUGHT OR EFFORT WENT INTO PLANNING PROJECT &amp;/OR APPLICATION</b>  <b>(1 POINT)</b>	<b>Incomplete (0 Points)</b>	<b>Score Column</b>
<b>Application</b>	Application is filled out completely and thoroughly. All required signatures are provided.		Application is filled out completely but may not include sufficient explanation or documentation.		Application Incomplete	
<b>Originality and Innovation</b>	Project demonstrates originality and innovation. Project is a one-of-a-kind experience that is unique, engaging, and forward thinking. A WOW experience for students!	Project demonstrates originality and innovation.	Project is worthy but may not demonstrate originality or innovation.			
<b>Project Description and Explanation</b>	The project is clearly a result of collaboration among teachers and supports the school's vision. The broad goal of the project is clearly explained. Application is clear to all members of the Grants Committee and is free of educational jargon. Measurable objectives are clearly defined and evaluation tools are clearly described. The grant writer has already secured the commitment of other staff, community members, etc. needed prior to submitting this application. The project appears to be manageable to complete and report on by May 11, 2018.	The project tries to connect teachers in the school and supports the school's vision in some components. The broad goal of the project is clearly explained. Application is clear to all members of the Grants Committee and is free of educational jargon. Measurable objectives are defined and some evaluation tools are described. The grant writer has plans to secure the commitment of other staff, community members, etc. needed for submitting this application. The project appears to be manageable to complete and report on by May 11, 2018.	The broad goal of the project is stated but may need additional explanation. Measurable outcomes or evaluation tools may not be clearly described. Application may use educational jargon that is unfamiliar to those scoring grants.	The goal of the project does not include sufficient detail or explanation. Goals, measurable objectives, and evaluation tools are not described sufficiently.	Section Incomplete	

2017-2018 Grants for Excellence  
Application Scoring Rubric

	<u><b>EXCELLENT</b></u>  <i><b>WE HAVE TO FUND THIS PROJECT!</b></i>  <i><b>(4 POINTS)</b></i>	<u><b>ABOVE AVERAGE</b></u>  <i><b>MAY BE MISSING MINOR INFORMATION BUT IS A VERY WORTHY PROJECT!</b></i>  <i><b>(3 POINTS)</b></i>	<u><b>AVERAGE</b></u>  <i><b>THERE'S MERIT IN PROJECT IDEA BUT NEEDS MORE PLANNING, EXPLANATION, OR DETAIL</b></i>  <i><b>(2 POINTS)</b></i>	<u><b>BELOW AVERAGE</b></u>  <i><b>LITTLE THOUGHT OR EFFORT WENT INTO PLANNING PROJECT &amp;/OR APPLICATION</b></i>  <i><b>(1 POINT)</b></i>	<i><b>Incomplete (0 Points)</b></i>	<i><b>Score Column</b></i>
<b>Student Involvement and Impact</b>	Project directly involves all students in the classroom and actively engages them in exciting learning opportunities. Project can be implemented in future years using the same materials and technology funded by the grant.	Project directly involves all or a majority students in the classroom and actively engages them in an exciting learning opportunity. May not impact future students but the project provides a valuable one-time learning experience.	Project may not actively involve students or the amount of active engagement may not be sufficient.	Project does not actively involve any students. Requested funds may be for materials or equipment used for unrelated purposes.	Section Incomplete	
<b>Need</b>	A firm case has been made explaining the need/merit/impact of the project in relationship to the need of the specific grant request and the total number of students impacted. The project impacts all students in the grade level and/or subject area and may impact additional grade levels. Project cannot be funded through the school or District.	A case has been made explaining the need/merit/impact of the project in relationship to the need of the specific grant request and the total number of students impacted. Although the grant does not impact the entire grade level, a majority of students will be involved. The project cannot be funded through the school or District.	The project may provide a good learning experience, but the level of impact is unclear or moderate and the number of students is very few. The project may be able to be funded through school or District budgets if requested.	Need for the project is not described or is unclear. Project can be funded with school or District budgets.		
<b>Measurable Objectives</b>	Student achievement goals are specific and measurable. Application includes a description of specific performance standards and evaluation tools and techniques. Examples of Pre- and Post-surveys, evaluations, and other assessment measures to be used during the project are included with grant application.	Student achievement goals are specific and measurable. Application includes a description of specific performance standards and evaluation tools, techniques, and measures to be used.	Student achievement goals are listed, but application does not include adequate explanation of performance standards and/or evaluation tools, techniques, and measures to be used.	If student achievement goals are listed, they are not measurable. There is no mention of evaluation tools.	Section incomplete	

2017-2018 Grants for Excellence  
Application Scoring Rubric

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<b>Timeline</b>	Application includes a detailed and realistic timeline of all aspects and deadlines of project, including start/end dates, student and teacher training sessions, purchase of materials, dates of activities, etc.	Application includes a timeline of deadlines of project, including start/end dates, student and teacher training sessions, purchase of materials, dates of activities, etc.	Application includes a basic timeline of all relevant aspects of the grant projects. Timeline corresponds to Grants for Excellence deadlines and important dates. Some questions about the timeline may still not be clear.	A timeline is included but lacks specificity. The timeline may not correspond to Grants for Excellence deadlines or timeline.	Section incomplete	
<b>Budget</b>	The budget is itemized with all detailed expenses clearly and individually listed. Items listed directly correlate to the project described in the grant. The grant writer demonstrates a clear understanding of the cost of the project. The application indicates where the items/services will be purchased and lists the exact cost of each one. Re-"usable" vs. <u>NON</u> -Re-"usable" Items are clearly defined. Additional funds, if needed, to complete the project have been secured in advance. Project budget is realistic and cost effective. All supporting estimates and supporting project details are attached to the grant application. All expenses are allowable.	The budget is itemized with all detailed expenses clearly and individually listed. Items listed directly correlate to the project described in the grant. The grant writer demonstrates an understanding of the cost of the project. The application indicates where the items/services will be purchased and lists the cost of each one. Re-"usable" vs. <u>NON</u> -Re-"usable" Items are defined. Additional funds, if needed, to complete the project are planned. Project budget is realistic and cost effective. All expenses are allowable	The budget is complete, but items or costs may be vague or are rough estimates instead of specific costs. Project budget may not be realistic or cost effective. May include some non-allowable expenses.	Budget is not clear and may include non-allowable expenses.	Section Incomplete	
					<b>Total Score</b>	



## 2017-2018 APPLICATION

**Due Monday, September 18, 2017**

### Application Reminders:

- Grant application must be **ANONYMOUS**.
- Submit a **complete** Budget.
- Be sure that each question begins on a **new page**.
- Use as many pages necessary, but **be concise**.

### Grant Abstract:

- Finally, imagine you are riding in an elevator with Walt Disney, or your favorite Visionary or Partner. You have only 60 seconds to “sell” your application.

In **75 words or less**, tell your story! Why should your grant be funded? How do you think this will impact your students? Submit your strongest, most creative “sales pitch” as if you were on Shark Tank.

This abstract may be included in the GFE Awards and Reception booklet, even if your grant is not funded, so please write, proof, and edit your abstract worthy of your most admired editor. Good luck!

## 1. Project Description and Explanation

What will you do and how will the equipment/materials/activities requested address student needs?

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## 2. **Project Objectives** (Student Involvement and Impact)

How will this project enhance student performance in STEM and/or Literacy?

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### **3. Project Alignment** (Need)

How does the grant project align with and further the goals of the leadership team's vision for your school?

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#### **4. Evaluation** (Measurable Objectives)

How will you evaluate the impact of your grant project?

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**5. Assessment – Please attach one (1) sample each of your Pre- and Post-Evaluation or Survey.** (Relates to Measurable Objectives)

Describe as needed.

Because the Final Evaluation Report is due Friday, May 11, 2018, you will not be able to wait for the results of state testing, end-of-year exams, or other data that does not meet the May 11, 2018 timeline.

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## 6. Timeline

How do you anticipate the project proceeding through the school year?

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## 7. Budget

Complete the attached Budget. See sample provided.

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## 8. Grant Abstract

Finally, imagine you are riding in an elevator with Walt Disney, or your favorite Visionary or Partner. You have only 60 seconds to “sell” your application.

In **75 words or less**, tell your story! Why should your grant be funded? How do you think this will impact students? Submit your strongest, most creative “sales pitch” as if you were on Shark Tank.

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# MID-YEAR REPORT SAMPLE

Your Mid-Year Report should closely mirror your Budget. We understand there may be minor changes in actual amounts in columns (C) – (I). All major changes need to be pre-approved by the Foundation. Please call 469-5354 if you have any questions.

		2017 - 2018 MID-YEAR REPORT DUE MONDAY, DECEMBER 4, 2017										
		*** If all funds have been expended, check here <input checked="" type="checkbox"/>							School Name: <b>WESTSIDE HIGH</b>			
(A) Item Source	(B) Item Description	(C) Re-"usable" Amount	(D) NON- Re-"usable" Amount	Actual Amounts Spent					(J) Budget Amount Awarded	(K) Total Amount Spent	(L) Difference	(M) Receipt/s Attached (Yes or No)
				(E) Technology Software	(F) Technology Hardware	(G) Equipment	(H) Materials, Supplies, Etc.	(I) Field Trip Transportation				
Lakeshore	STEM Kits	\$ 901.40					\$ 901.40		\$ 900.00	\$ 901.40	\$ (1.40)	Yes
Lakeshore	STEAM Kits	\$ 1,998.36					\$ 1,998.36		\$ 2,000.00	\$ 1,998.36	\$ 1.64	Yes
Amazon	Books	\$ 501.23					\$ 501.23		\$ 500.00	\$ 501.23	\$ (1.23)	Yes
Amazon	Project supplies - Craft sticks		\$ 122.50				\$ 122.50		\$ 145.00	\$ 122.50	\$ 22.50	Yes
Amazon	Project supplies - Cutlery		\$ 58.38				\$ 58.38		\$ 40.00	\$ 58.38	\$ (18.38)	Yes
Amazon	Project supplies - Skewers		\$ 11.70				\$ 11.70		\$ 15.00	\$ 11.70	\$ 3.30	Yes
Amazon	Project supplies - Pipe cleaners		\$ 35.85				\$ 35.85		\$ 35.00	\$ 35.85	\$ (0.85)	Yes
Amazon	Project supplies - Flexible Straws		\$ 80.85				\$ 80.85		\$ 80.00	\$ 80.85	\$ (0.85)	Yes
Walmart	Books	\$ 498.80					\$ 498.80		\$ 475.00	\$ 498.80	\$ (23.80)	Yes
Walmart	Project supplies - Pins, Confetti, Tubes	\$ 9.42	\$ 40.10				\$ 49.52		\$ 50.00	\$ 49.52	\$ 0.48	Yes
Walmart	Books/Supplies (rubber bands)	\$ 375.10	\$ 38.00				\$ 413.10		\$ 400.00	\$ 413.10	\$ (13.10)	Yes
Office Depot	Project Supplies - Notebooks, Posters		\$ 205.47				\$ 205.47		\$ 300.00	\$ 205.47	\$ 94.53	Yes
Oriental Trading	Project Supplies - Balls, Shipping	\$ 48.50	\$ 13.50				\$ 62.00		\$ 60.00	\$ 62.00	\$ (2.00)	Yes
		\$ 4,332.81	\$ 606.35	\$ -	\$ -	\$ -	\$ 4,939.16	\$ -	\$ 5,000.00	\$ 4,939.16	\$ 60.84	
		(C + D) = Total "Usable"		(E + F + G + H + I) = Category Total					Must equal Grant check amount	Must equal Category Total	Must refund if amount is over \$10	
		\$4,939.16		\$4,939.16								

Check here if all funds spent

You **MUST** enter actual dollar amounts spent here. Do **NOT** enter an "x" or any other text or symbol. Thank you!

These amounts are automatically calculated for you. Please do not alter or delete these formula. They are put in place to provide the checks and balances needed when reporting to the Consortium. THANK YOU.

Amounts in parentheses are "negative" amounts and mean you received **LESS** grant funds than actual amounts spent. Please do not remove the parenthetical marks.

These amounts **MUST** be equal to ensure that all items purchased are given either:  
 1) a Re"usable" dollar value; **or**  
 2) a NON-Re"usable" dollar value.

This "positive" amount means you received **MORE** grant funds than actual amounts spent. Send a refund check to the Foundation with this report if this amount is over \$10. Thank you!