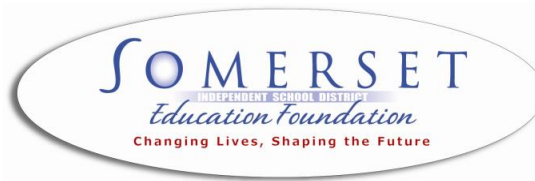


**Innovative Grants
2022-2023 Timeline**

March 8, 2022	Call for Grants
April 15, 2022	Reminder of Deadline for Grant Submission
May 17, 2022	Grants Due
TBD	Grant Review and Selection
TBD	ISD Education Foundation Board of Directors Meeting
TBD	Grants submitted to the Somerset ISD Board of Trustees
September, 2022	Surprise Patrol!
March 1, 2023	Funds must be expended or encumbered
May 19, 2023	Grant evaluation form due



Innovative Grants Guidelines for Grant Applications

Purpose:

Innovative Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The Somerset ISD Education Foundation (SISDEF) 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. The grants must enhance student achievement, improve academic performance and support the objectives, goals, and initiatives of the District and / or Campus Action Plan.

Persons Eligible to Apply for Grants:

Any individual or team of individuals employed by Somerset ISD involved in the instruction of students or related support services benefiting students.

Eligible Proposals:

Instructional approaches or projects designed to begin during the next 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 and improved performance.

Award of Funds:

Grants from \$200 to \$3,000 will be awarded to individual teachers, campus teams, principals, or departments. The number of awards will be determined by the Foundation Board of Directors. The number of awards will depend on funds available from SISDEF.

Selection Criteria:

- The degree to which the grant supports the District goals and the Campus Action Plan and is specifically designed to address an area of need substantiated by data.
- The degree to which student academic achievement and 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 and must not be a project that would/should be funded by district curriculum budget.)
- 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.

Original Grant Applications must be submitted to the SISDEF office with all required original signatures by the grant deadline. Send to the attention of Susie Hernandez, Somerset ISD Central Office, B Wing, Room #21 or to PO Box 34, Somerset, TX 78069.

Selection Process:

1. Application forms may be obtained online through the web page at www.sisdef.com and will also be emailed to all staff.
2. Teacher initiated applications must be reviewed by the Campus Leadership Team for congruence with campus programs and signed by the principal. (If applicable, director of technology must also sign the application)
3. Signed applications are due to the SISDEF office, no later than the date selected by the SISDEF Board of Directors.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of the following members:
 - a. Five Foundation directors of the SISDEF Board of Directors.
 - b. *Two District Staff representatives who are district employees with jurisdiction and/or involvement in all campuses (i.e. Curriculum Department Representative, Technology Department representative, Special Programs, Special Ed., etc.)*
 - c. *Three Parent/Community Representatives nominated by the SISDEF Board of Directors.*
 - d. *SISDEF Chair to serve as non-voting representative who will only vote in case of a tie vote among Committee members.*
5. If recommended for approval, the application is presented to the Board of Directors of SISDEF in summary form for review and formal approval.
6. If approved by the SISDEF Board of Directors, the application is collectively presented to the SISD Board of Trustees for formal acceptance of the grant funds.
7. 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 or encumbered by March 1, 2023.
- Project must be fully implemented and final evaluation report submitted to SISDEF by May 19, 2023. Recipients cannot submit another application in the next "call for grants" unless evaluation report is received by SISDEF.
- 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 are not 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. When selecting vendors, use district approved vendor list to make purchases. 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 school year.

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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 Action Plan(s).

Objectives:

- Limit the number of objectives.
- Imply or state evaluation in the statement of objectives.
- Be specific.

Description of Proposed Project/Activity:

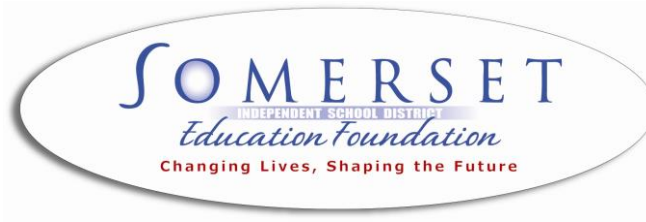
- Describe the problem or issue addressed.
- Show how the project supports the purpose.
- List steps to be followed in project implementation.
- Relate project to need and objectives.
- Be specific.

Evaluation:

- Relate to stated objectives.
- Indicate how you will know whether the project was successful.
- Include a timeline/schedule of program.

Partners:

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



**Innovative Education Grant Application
Cover Page**

Project Title: _____

Name of Applicant(s)

Signature of Applicant(s)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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 CLT Chairperson _____ Date _____

Signature of Principal _____ Date _____

Signature of Director of Instructional Technology* _____ Date _____

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

Signature of Director of Facilities* _____ Date _____

* Required when funds will be used for construction or maintenance.

Abstract (no more than 100 words)

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

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 SISD 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 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?) (Why should this be funded outside the school curriculum budget?)

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

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

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