Innovative Teaching Grants

Grant Application Packet for Teachers

Fall 2024 Application Window
October 1 - November 1

Apply at: bit.ly/WOISDteachergrant

Innovative Teaching Grants
2024-2025 Timeline

September	Call for Grants
September - October	Grant Workshops Grant writing training for all interested in applying
November	**Grants Due**
November	Grant Selection Committee reviews submissions
December	Education Foundation Board of Directors Meeting
December	Grants submitted the School Board
December	**Prize Party!**
March	Media moments with grant winners
May	Final report due to Grant Selection Committee
August	Grant winners honored at Convocation
October	Grant winners share experiences at State of the District

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. West Oso ISD Education Foundation (WOISDEF) 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 Campus Action Plan.

Persons Eligible to Apply for Grants:
Individuals or teams of individuals employed by West Oso Independent School District 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 spring of 2025 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 $250 will be awarded to individual teacher initiated programs or projects. The number of awards will depend on funds available from WOISDEF.

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 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.

Selection Process:
1. The application form may be accessed online through WOISDEF web page.
2. Teacher initiated applications must be reviewed by the Campus Leadership Team for congruence with campus programs and signed by the principal.
3. Completed applications, including a photograph or scan of the signature form and proposed budget, must be submitted online no later than the date selected by the WOISDEF Program Committee.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of the following members:
    - 3 Education Foundation board members
    - 3 Community Representatives as approved by WOISDEF Program Committee
    - *School District Representative (nonvoting)*
5. If recommended for approval, the application is presented to the Board of Directors of WOISDEF in summary form for review and formal approval.
6. If approved by the WOISDEF Board of Directors, the application is collectively presented to the West Oso ISD School Board 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 by the end of the semester immediately following award notification. Projects awarded must be fully implemented by the end of the following semester (Spring 2025).
- Project must be fully implemented and the final report submitted to WOISDEF before recipients can submit an application for another grant.
- The grant winners must be willing to participate in media coverage of the project and to share successful procedures in staff development sessions and at WOISD State of the District.

When applying for a grant, please remember the following:
- 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 following semester (Spring 2025).
- ***Grant Applications must be submitted to the WOISDEF electronically.*** Completed applications, including a photograph or scan of the signature form and proposed budget, must be submitted online no later than the date selected by the WOISDEF Program Committee.

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 the 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:
- Clearly describe how this is a creative or innovative project.
- 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?
- What will their roles be?

Sustainability:
- How could you continue this project in the future?
- Will you need continuous funding for this project? If so, what additional avenues could you use to secure that funding?

Innovative Teaching Grant Application

Grant Applications must be submitted to the WOISDEF electronically.
These templates are for planning.

Project Title: _____

Abstract: (no more than 100 words)

Name of Applicant(s) _____

School(s) _____

Grade(s) _____   (list each grade level)

Number of Students   _____

Amount of Grant (up to $250) $_____

Primary target population to be served:
    ___ students
    ___ parents
    ___ teachers

Implementation dates:_____

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

Innovative Teaching Grant Application

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 WOISD 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?)

Project Budget

Under budget items, list each item with the quantity needed, the purchase amount, and the preferred vendor.
Your budget might include supplies, equipment, consultants, etc.

Budget Items	Amount	Vendor
TOTAL		

Signature Page

Applicant Name:

Project Title:

Abstract: (no more than 100 words)

_____   _____
Signature of Applicant   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._

Grant Reviewer Scoring Matrix

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.

Criteria				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 recommend funding this project.
- ☐ I recommend partial funding. Amount? $ _ _ _ _ _ _ _ _ _ _ _
- ☐ I recommend funding this project if there is extra money.
- ☐ I do not recommend funding this project.

Additional Comments (provide a short justification for why this project should or should not be funded)

Feedback to Applicant

Innovative Teaching Grant Report

Grant reports must be submitted to the WOISDEF electronically.
This templates is for planning.

Project Title: _____

Name(s) _____   School(s) _____

Grade(s) _____   Number of Students _____

Amount of Grant (up to $250) $_____

What were your stated objectives for the project?
How did you measure these objectives?
Did you meet your goals and objectives for this project? Please explain.
Please describe any unanticipated results - positive or negative.
Do you plan to continue this project? If so, how would you modify or improve the project in the future?
Do you plan to apply for future Innovative Teaching Grants?
What feedback do you have for the WOISDEF Program Committee to improve the Innovative Teaching Grant application process?