

EDUCATOR INITIATIVE GRANT APPLICANT'S GUIDE

STEP 1: ELIGIBILITY

Teams of K-12 Summit County educators in public, private, parochial or not-for-profit charter schools

Priority is given to the following:

- Projects/programs that help students meet/exceed [Ohio's Learning Standards](#)
- Projects that incorporate evidence-based teacher professional development
- Projects/programs that help teachers/students achieve/promote the district or school's vision
- Projects that demonstrate support for keeping learners on track for college and career readiness, as demonstrated by progress along six key transition points on the [Cradle-to-Career Continuum](#)

STEP 2: APPLY

Follow these steps:

1. Identify the educator who will serve as the primary contact for your team and school. Team leaders are **not** permitted to lead more than one project
2. View a **blank application form** on GAR's website to prepare for the questions. <http://garfoundation.org/apply/educator-initiative-grants/>
3. Review the **Educator Initiative Grant Evaluation Rubric/Checklist** to ensure you're meeting all of the guidelines (*attached*)
4. Make sure to allow enough time to obtain both your Principal's and Superintendent's signature on the **Endorsement Page** that accompanies your application for your project (*attached*)

5. Use the **Project Budget** spreadsheet template provided to itemize and tally the total expenses for your project, and submit this form with your completed application. Available on GAR's website: <http://garfoundation.org/apply/educator-initiative-grants/>
6. Complete the **online** application form <http://garfoundation.org/apply/educator-initiative-grants/>

No attachments will be accepted other than your Project Budget and Endorsement Form

You do not need to complete a Letter of Inquiry for an EIG application

All EIG applications must be submitted online to GAR Foundation no later than 5:00 pm, February 22, 2019. Notification of awards will take place in April.

Any questions or requests for guidance or help should be directed to:
 Lucille Esposito, EIG Program Manager
espolucille@gmail.com
 330-550-6661

STEP 3: BUDGET

Amount of funding available	Project focus
Up to \$5,000	Grants to improve achievement in one or more classrooms
Up to \$10,000	Grants to improve achievement in grade level or departments
Up to \$15,000	Grants to improve achievement school-wide

BUDGET EXPENSE GUIDE

Category	Budget Expense	Notes
Technology	Up to 40%	<p>Technology must be integral to the success of the entire project. However, it should not exceed 40% of the budget.</p> <p>What is considered a technology expense? Devices such as iPads, laptops, whiteboards, student response systems, document cameras, charging stations.</p> <p>Any item that requires an application is not considered a technology expense. For example, software, apps, e-books, e-subscriptions. These can be included in the budgeted expenses as part of the overall successful implementation of the project.</p>
Substitutes	Up to 10%	No more than 10% of requested funds from GAR Foundation may be used for substitutes.
Teacher stipends	0	Not eligible for funding
Refreshments	0	Not eligible for funding
Furniture or capital improvements	0	Not eligible for funding
Incentives or rewards for students	0	Not eligible for funding
T-shirts or clothing	0	Not eligible for funding
Standard school supplies	0	Not eligible for funding

Educator Initiative Grant Evaluation Rubric/Checklist

The following rubric reflects the minimum expectations for a grant application. Use this as a guide when writing your proposal.	100 Total Points Possible
<p style="text-align: center;">Project Need and Purpose</p> <ul style="list-style-type: none"> • The project description clearly conveys the need for the project, using data to inform and support the need. (0 – 9 points) • The project identifies where it falls on the key transition points of the cradle-to-career continuum and demonstrates how it prepares students for college and career readiness. (0 – 4 points) • The timeline reflects a logical sequence of project activities and indicates clearly when each major activity will start and end. (0 – 2 points) 	15
<p style="text-align: center;">Educational Impact</p> <ul style="list-style-type: none"> • The potential for significant impact on student achievement is evident and demonstrable. (0 – 10 points) • The project is aligned with Ohio's Learning Standards, and major activities of the project are linked to identified, specific standards. (0 – 10 points) • The proposal advances social emotional learning for all students, and, for grades K through 3, links directly to identified Ohio's Learning Standards for Social Emotional Development. • The proposal identifies and clearly explains the means that will be used to evaluate project outcomes. (0 – 10 points) 	30
<p style="text-align: center;">Research-Based Professional Development</p> <ul style="list-style-type: none"> • The project promotes collaborative effort and professional development among a group of educators using research-based training. (0 – 5 points) • The project clearly explains the professional development plan for the project, what research-based program or model will be used (e.g. Lucy Calkins, Danielson, Buck Institute, others, etc.) and who will provide ongoing coaching. (GAR Foundation's support of any teacher professional development requires a one-on-one coaching component.) (0-20 points) • The proposal indicates how educators will continue to develop their own learning as a result of the project. (0 – 5 points) 	30
<p style="text-align: center;">Best Practices</p> <ul style="list-style-type: none"> • The project is developmentally appropriate and shows evidence of creativity and innovation, critical thinking and problem solving, and the integration of technology. (0 – 5 points) • The project demonstrates the use of research-validated instructional practices, such as data analysis, formative assessment and differentiated instruction. (0 – 10 points) • The project has the likelihood of being sustained and/or replicated by others after funding is exhausted. (0 – 10 points) 	25

Endorsement Form

(A completed form must accompany each application)

By signing this Endorsement Page, you acknowledge that the proposal meets the focus of the School's (or District's) mission and supports your school improvement plan. The district also accepts fiscal responsibility for any grant resulting from this request.

I/we endorse the applicants' request to GAR Foundation for \$_____.

Signature of Superintendent or Head of School _____	 _____	 _____
Email address:	Print Name	Date
Signature of Principal _____	 _____	 _____
Email address:	Print Name	Date

School	Address, City, State, Zip
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