

Needville Education Foundation

16319 Hwy 36

Needville, Texas 77461

GRANT APPLICATION PACKET

Enclosed in this packet you will find:

- ✓ Program goals
- ✓ Grant policies
- ✓ Grant guidelines
- ✓ Grant application
- ✓ Sample score sheet

Please review this information as you prepare your application for the 2023-24 grants.

Please feel free to contact Shelley Krauss at

979-793-4308 x1205 (office)

281-725-7815 (personal cell)

281-509-5524 (business cell)

krausss@needvilleisd.com

APPLICATIONS MUST BE RECEIVED BY THE END OF THE BUSINESS DAY ON

September 29, 2023

Office hours are Monday – Friday

7:30 – 4:00

The purpose of this program is not to increase performance on a standardized test but rather enhance the educational experience in the classroom.

Program Goals

With the assistance and advice of school district personnel, the Board of Directors has developed this award program to encourage our district teachers to continue to grow their classrooms. Our goal is to furnish the NISD classrooms with educational resources that engage the students with new ideas which will motivate them to achieve greatness.

Grant Policies

Grant applications that do not follow the policies stated below will be disqualified.

- ❖ Grant applications must be submitted by the stated due date.
- ❖ Grant applications may not mention the teacher's name or campus in grant application.
- ❖ Borrowing grant ideas from prior years is acceptable; however; copying grants partially or in full is not acceptable.
- ❖ Grant applications must be typed and not hand written.
- ❖ All field trips or presentations must be fulfilled by May 15, 2024.
- ❖ No grants with potential liabilities will be allowed.
- ❖ Salaries are not awarded and should not be requested.
- ❖ Teacher trips are not awarded.
- ❖ Meals, transportation, food, t-shirts, hotel stays for presenters will not be awarded.
- ❖ Technology software subscriptions will not be awarded.
- ❖ Online subscriptions will not be awarded.
- ❖ College visits will not be awarded.
- ❖ FURNITURE! Only granted if approved by M&O email and lead admin. (Storage issues)
- ❖ Electronics, must be approved by IT email.

In the event a recipient of a teacher grant transfers to another school within the district, the teacher may transfer the grant awarded to the new school, if the principal and NEF executive director approve and are aware of the transfer. If the transferring teacher is one member of a group grant, the grant will remain at the school that the grant was awarded.

A teacher can receive multiple individual grants for the same funding period, provided the combined total of the grants requested does not exceed the grant limit for that funding period (\$1000).

Please Submit:

One copy of Page 4

Three copies of Pages 5 and 6 (double sided is fine to save paper)

Funding Levels

TEACHER GRANTS	
Purpose	The purpose of teacher grants is to enhance, promote and augment classroom instruction in areas not allotted in regular budgetary funds, or not eligible for reimbursement from other sources.
Amount of Award	Grants of \$100 to \$1000 will be awarded to individual staff initiated projects.
Funding Periods	One funding period will occur in the fall semester.

SCHOOL GRANTS	
Purpose	The purpose of school grants is to allow staff of each campus to identify and address needs, challenges and concerns unique to their campus.
Amount of Award	Up to \$2000 There is no limit to the number of school grants that are submitted; however a maximum of 1 per grade level or secondary department will be awarded.
Funding Periods	One funding period will occur in the fall semester
Eligible Parties	<ul style="list-style-type: none">• Grade level team• Art Teacher• Performance Teacher (includes choir, drama and band)• PE Teacher• Librarian• Principal• Counselor

Selection of Recipients

It is the responsibility of the selection committee, under the guidance of the Needville Education Foundation Board, to review applications and recommend grants. Selections will be based on the quality of the program as well as the amounts requested relative to the funds available. Whenever the quality or appropriateness of material requested is in question, the committee will seek consultation from content area specialists.

Distribution of Funds

Applicants will be notified of decisions prior to December 22, 2023. Funds will be distributed and coordinated by the Executive Director of the Needville Education Foundation.

2023-24 Teacher/School Grant Application

The goal of the foundation committee is to select projects for funding that will encourage students' creativity and expand the existing curriculum. To insure anonymity during the selection process, the committee members will not have access to the applicants' names. **With the exception of this cover page, do not include your name or the name of your campus in the body of your application.** The amount of the award is up to \$1000 for individual teachers and \$2000 for school grants.

Application deadline is Friday, September 29, 2023 by the end of the business day (4:00 p.m) at the NISD Central Office.

Name of Applicant: _____

School: _____

Grade: _____

Project Title: _____

Single Teacher Grant up to \$1000

School Grant up to \$2000

In the event the recipient of a teacher grant transfers to another school within the district, the teacher may transfer the grant program to the transfer school, if the principal of the original school and the executive director approves and is aware of the grant transfer. If the grant award is a part of a group grant, the grant will remain at the school the grant was awarded to.

Signature of Applicant: _____

I certify that this grant would be a good use of funds for our school based on goals cited in the campus improvement plan.

Signature of Campus Administrator: _____

Application number _____
Total Score _____

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2023-2024 Grant Application

1. Grant Title: _____

2. Please provide a description of what you are requesting. Please be as descriptive as possible, include pictures that show request.

3. How will this grant enrich the educational experience and/or well-being of the students in a creative and innovative way.

4. Provide the projected number of students impacted this year, and the anticipated longevity of the project (year to year use/single year use)

5. Describe the goal of the project (the overall purpose).

Application number _____
Total Score _____

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6. Explain what evaluations will be used to determine the success in meeting the goals described.

7. Provide the steps that will be taken to introduce the grant and meet the goals of the project.

8. BUDGET/PROJECTED COSTS

QTY	VENDOR	ITEM#	COST	EXTENDED \$
SUB TOTAL				
Shipping and Handling (if applicable)				
Tax (not all items are tax exempt)				
TOTAL AMOUNT OF GRANT REQUESTED				
** Up to one page may be attached for additional itemization or visuals of major items.				

REMEMBER:

Submit:

1 copy of Page 4

3 copies of Pages 5 and 6 (can be front and back)

Deadline is September 29, 2023

4:00 p.m.

Application number _____
 Total Score _____

Needville Education Foundation 2023-24 Rubric

	OK	BETTER	BEST	Your score (decimal)	Max Score	Total Score
1.	Title	Basic Title	Creative Title		5	
2.	Includes only a brief description of the project	Includes moderate level of detail and describes how project relates to students.	Includes a detailed description of project, identifies the target audience and provides detail for supplies and/or service requested.		20	
3.	Provides little or no evidence that the project will enrich the educational experience or well-being of students	Provides some evidence that project will enrich the educational experience or well-being of students	Provides a clear evidence that project will enrich the educational experience or well-being of student in the creative and innovative way.		20	
4.	Provides little or no detail of student groups supported by this project	Provides generalized detail of student groups supported by this project	Provides specific detail of student groups supported by this project		5	
5.	Less than 1 year use	1 year use	More than 1 year of use		5	
6.	No or unclear what goal of project stated	Vague or generalized goal of project stated	Goal and purpose of project is clear and specific		20	
7.	No project evaluation tool is established to measure success	Vague or generalized evaluation tool is described	Clear and precise project evaluation protocol is established to ensure goal is met		10	
Budget	Budget provides little or no description of costs; budget plan is not complete	Provides vague or brief description of costs; limited details provided	Provides specific description of costs and how money will be spend and additional resources provided to support budget		10	