ITHACA PUBLIC EDUCATION INITIATIVE

TEACHER GRANTS APPLICATION FORM

IPEI’s Teacher Grants program provides grants up to $1,500.00 to ICSD teachers interested in implementing an innovative educational project that directly enhances student learning and/or supports student achievement. Proposals designed in collaboration with at least one community partner will be considered.

Grants will be awarded two times during the 2016-17 school year, using the following deadlines for application submissions: November 2, January 18 and March 29.

**Applications are due by end of day (midnight) submitted to TeacherGrants@IPEI.org**

**Review Criteria:**

**Highest priority will be given to projects that:**

1. Enhance and support existing curriculum, and/or connect students to the community.

2. Encourage active student engagement in the project.

3. Create new and innovative project-based learning opportunities.

4. Have the ability to involve multiple groups of students and/or teachers.

**Applicant Information:**

1. Name

2. School

3. Current position

4. Email address

5. Home address

6. Phone number

7. Please list other IPEI grants (FABG, Teacher Grant, Red and Gold Grant, Community Collaboration, Connecting Classrooms) that you have received funding for in the last three years and indicate academic year.

**Community Partner Information:**

1. Name
2. Address (Home or Work)
3. Phone
4. E-mail address
5. Why is this community partner valuable to this grant project?

**Project Information:**

1. Title

2. One sentence description

3. Grade level

4. Number of children *directly* involved

5. Proposed project date / time

1. Subject area or curriculum area this project supports

7. Goals of project – *in your own words, please*!

8. Skills emphasized / developed in project

9. How will goals and skills be measured?

10. List specific activities planned for this project.

11. If relevant, elaborate on any cross grade level or cross school connection planned for this project.

12. How could this project be replicated in the future without additional IPEI funding?

**Budget Expenditures:**

**1. Amount requested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**2. Estimated total budget\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Detailed List of Anticipated Cost Amount Requested Amount provided by other

requested suppliers from IPEI sources. Identify sources.

expenditures

**Impact Goals:**

Complete the rubric below. If grant request is funded, you should use your completed rubric as part of the evaluation of your project.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Complete this column before submitting your application** | **After completing your project**, place an X in the box that best describes how your students' progress | | | |
|  | **Not Observed** | **Beginning to see** | **Developing** | **Consistently Observed** |
| List 1 curriculum goal |  |  |  |  |
| List 1 student skill that will be developed |  |  |  |  |
| List one more student skill that will be developed |  |  |  |  |

**Terms and Conditions of Grant:**

**1. IPEI funds project-related materials. Basic material requests should be submitted to the district through Department Chairs or building Principals. Any durable materials or equipment purchased with Teacher Grants funds become the property of ICSD.**

2. If your proposal is BOCES Aidable, *funds will be dispersed through BOCES*. Otherwise, funds can be dispersed through the Ithaca City School District, which will make purchases tax free, but will not buy through Amazon. If you choose to have a check sent to you, sales tax will be charged on purchases.

Check one please:

\_\_\_\_\_ I will do my own purchasing

\_\_\_\_\_ I will purchase through the ICSD Business Office

3. Honoraria paid to guest presenters/artist should not exceed $35 per hour. Consideration will be given to honoraria in excess of that cap on an individual basis **if a separate letter of rationale is provided.** *Honoraria for applicant(s) will not be funded*

4. Grant funds must be used only for the purpose stated in the approved request.

4. Funds not expended by June 30, 2017 are to be returned to IPEI.

5. IPEI reserves the right to publicize the grant. **Applicants are also expected to acknowledge the Ithaca Public Education Initiative whenever possible.**

**SIGNATURE AGREEMENT**

*\_\_\_\_\_ In submitting this grant application, I confirm that this application has the approval of all involved parties* ***including the building principal(s)*** *for all ICSD teachers and students involved.*

*\_\_\_\_\_ I have reviewed the information required to complete* ***the Grant Impact Summary Form.***

**APPLICATION SUBMISSION PROCEDURE**

Please complete all required information and submit to TeacherGrants@IPEI.org by email attachment.