**Innovative Teaching Grant Application**

**Purpose:** Innovative Teaching Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The John Glenn Education Foundation (JGEF) is offering any individual or teams of individuals employed by John Glenn School Corporation 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 John Glenn Schools

**Persons Eligible to Apply for Grants:**Any Individual or teams of individuals employed by John Glenn School Corporation are eligible to apply for grants as long as direct impact on students can be demonstrated.

**Eligible Proposals:**Instructional approaches or projects designed to begin during the upcoming 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, engagement and character education.

**Award of Funds:**Grants of up to $750 will be awarded to individual teacher initiated programs or projects. Grants of up to $1000 will be awarded to campus teams, departments and district initiated programs or projects. The number of awards will depend on funds available from JGEF.

**Selection Criteria:**

* The degree to which the grant supports the District goals and the John Glenn Education Foundation mission 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 and substantiated by data.
* 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.

**What Is Not Covered by Funds:**

* Athletics
* Personal salaries (including stipends)
* Travel expenses
* Incentive gifts
* Food for functions
* Facilities
* Apparel
* Basic classroom supplies without an innovative program
* Courses completed by staff for credit toward a degree or advanced salary.

**Grant Process**

Selection Process:

* Application must be submitted via Google form found online on the JGEF website on or before May 1st.
* Applications will be reviewed and commented on by the Grant Application Review Committee.
* If recommended for approval, the application is presented to the Board of Directors of JGEF in summary form for review and formal approval.
* 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 school year immediately following award notification. Projects awarded must be fully implemented by the end of the following semester.
* Project must be fully implemented and final report submitted to JGEF within 1 year.
* Agree to share successful procedures & successes in staff development sessions.
* You must provide JGEF with pictures and/or video of your project in action which may be used for promotional purposes. Guardian permission slips must accompany pictures and/or videos.
* You must complete the follow up report and responsibilities within a year of grant distribution.

**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.
* 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.
* Provide a detailed budget and only ask for what you need! Any purchases made with JGEF funds will remain property of JGSC and at the school at which the grant was awarded.
* Projects awarded must be fully implemented by the end of the school year.
* All grants awarded are one-time grants and should not be construed as establishing a precedent for further support.
* We reserve the right to reject any application that does not have all of the required documentation.

**Technology**

We recognize that many applications will incorporate technology into the proposal. We encourage the use of technology to enhance learning, but recognize that often times implementing one piece of software or hardware requires additional resources. We ask that each applicant consider whether their application utilizes any computer software or hardware or otherwise incorporates the use of technology in learning and discuss any necessary technology hardware or software with the JGSC Director of Technology prior to writing the grant. Technology certification by the JGSC Director of Technology is required for all grants requesting technology components to ensure that all required resources are properly accounted for in the application. Technology signatures must be obtained prior to submitting the grant application.

**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 building goals.
* Keep the statement simple and straightforward.

***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.
* Provide measurable objectives that can be assessed with data.
* Indicate how you will know whether the project was successful.
* Be specific

***Partners:***

* Are there others who will participate in this project? (e.g. Falcon 500, Walkerton Chamber of Commerce, Masonic Temple, Lion’s Club, etc)
* This is likely an important part of the project’s sustainability
* What will their roles be?

***Budget***

* Only ask for exactly the amount you need for the project to be successful
* Provide a detailed budget! For instance, don’t just list “supplies = $500” please itemize your request carefully.
* Be sure to do your research before submitting your proposal to find the best prices for the items you are requesting.