

2010-2011

Amount Requested _____

Code _____

For Office Use ONLY

Amount Awarded _____

MASTER GRANT

2010-2011 Application CUSF Master Grant Program

Up to \$4,000

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2010-2011 APPLICATION

DEADLINE: NOON, February 18, 2011



Champaign Urbana Schools Foundation

3358 Big Pine Trail, Suite C Champaign, IL 61822

217-398-2873

info@CUSchoolsFoundation.org

www.CUSchoolsFoundation.org

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Master Grants Program

The Champaign Urbana Schools Foundation awards monetary grants to individual or teams of educators for the purpose of enriching the quality of education in the Unit 4 and Unit 116 Public School Districts.

This application will be judged primarily on demonstrated innovation, impact and quality of implementation planning. All grant applications must be initiated and signed by a Unit 4 or Unit 116 educator.

How to apply

- ✓ Obtain the grant application anytime after July 1, 2010 at the CUSF office or online.
- ✓ You are invited to attend our TeacherLink drop-in grant-writing information session on **October 14, 2010** at the **CUSF Office at 3358 Big Pine Trail Suite C, Champaign, IL. 61822 from 3:30 – 5:00pm.**
- ✓ Obtain the necessary signatures of all participants and partners proposed in your application.
- ✓ *Submit a single copy of the application to your superintendent's office **for their records.***
- ✓ **Return the completed grant proposal by the deadline (NOON, February 18, 2011) via mail or personal delivery – do not rely on FAX. Applications received after 12 noon will NOT be considered.**

Application guidelines

Funding

1. Grant proposals that have the potential to enrich learning opportunities for school age children within the Unit 4 and Unit 116 public school districts will be considered.
2. In most cases, funds will **not** be appropriated to salary for existing staff or substitute teachers, teacher air-travel or hotel accommodations or the purchase of standard textbooks and/or supplies for *regular* and/or existing curricula.
3. Funds will be granted one year at a time. If funding is sought for an additional year(s), the applicant will be expected to reapply with a full grant proposal that is driven by these same guidelines.
4. Residencies may only be partially funded.
5. The grant application must be for funding and implementation in the 2011-2012 school year.
6. Grant money is available to recipients, through your district office, as of June 1, 2011.
7. Unspent funds by June 30, 2012 will be returned to CUSF for re-distribution.
8. **A FINAL REPORT will be due by JUNE 1, 2012. We provide the form to you.**

Some examples of the types of proposals that have received support from the Foundation in the past are:

- A. State of the art laboratories to include science, writing, vocational and technical subjects.
- B. Math, science, and humanities resource centers.
- C. Artist-in-residence programs which include authors, performers, artists, craftspeople, or scientist-in-residence programs.
- D. Academies for student enrichment, which include after-school and summer programs in science, math, writing, the arts, and vocational areas.
- E. Enhanced computer applications for all subject areas, including networking capabilities.

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- F. Development of pilot programs or new instructional technologies.
- G. Equipment and textbook purchases above and beyond those required or provided by the district to carry out the proposal.
- H. Seed money or matching funds for grant proposals to large foundations or interdisciplinary explorations in art, music, and science.
- I. Innovative assessment programs.

Selection Criteria

The selection committee, composed of CUSF board members, teachers, and members of the community, will use these criteria to guide deliberations regarding grant proposal requests.

- **Required Criteria**

Signatures

Signatures of ALL partners, educators and technology personnel must be included as relevant. Applications without all of the required signatures will not be considered.

Innovation

Describe how your proposal incorporates new ideas, concepts and experiences that can enrich the regular curriculum. If this proposal includes technology describe how it will enhance student learning.

Impact

How many students will be impacted by this proposal? How will the outcomes of this proposal continue to benefit and have an impact on students after the initial grant period is completed? Can this proposal be repeated by another educator?

Need

What well-defined need does this proposal support that is not being met by existing programs?

Planning

Show that the proposal has been thoroughly researched, planned and structured to include the components for successful implementation. If your proposal includes technology, describe how it has been integrated creatively within your proposal. What, if any, training is required to implement this proposal.

Budget

Outline a realistic, accurate, complete and careful budget. Are other grant/monetary sources part of your proposal? If so, what part of the proposal is the CUSF support going to cover?

Fulfillment of the CUSF mission

Explain how your proposal supports the mission of the Champaign Urbana Schools Foundation? It states:

To enrich its community, the Champaign Urbana Schools Foundation is committed to encouraging educational initiatives and facilitating excellence in the public schools of Champaign-Urbana.

Feasibility

Please outline a realistic timetable for completion of this proposal.

Goals and Outcomes

How will you know that you have met the goals of the proposal? Will you be able to show evidence of the outcomes to determine the success and impact of the proposal?

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Partnership

If this project includes collaboration with groups, parents, organizations, community partners, other teachers, university faculty or other schools in financing or expertise, please list these. What is the role of these partners and how much financial help are they providing.

Durability

List the components which are consumable, irreplaceable or one-of-a-kind. Please list components which are non-consumable and describe how they could be used in subsequent years. If this project will be repeated will service or training be continued beyond the conclusion of the grant?

The selection criteria will be weighted in the following manner:

Required

Signatures:

District Technology Directors if requesting technology

All listed partners

0-5 (on a scale of 0-5 with 5 being the highest)

1. Partnership - Does project have partners? What role do the partnership(s) play? Does the partner(s) help with funding? How much is the contribution?
2. Duration – What is the longevity, lifecycle of the project? Will it persist past this year? Are the items all consumables?
3. Feasibility – Is the project realistic? What is the timeframe and is it timely?
4. Outcomes – What are the objectives of the project and how will they be measured?

0-10 (on a scale of 0-10 with 10 being the highest)

1. Impact – Will the project benefit the students? Can it be translated to other classrooms? How many students will be affected? Will the project meet a need that is unmet?
2. Planning – If the project includes technology is it well integrated? Has the project been well researched? Is it well structured? If training is necessary is it included in the proposal?
3. Innovation – Does the project show new ideas? If it includes technology, is it used creatively?
4. Budget – Is the budget presented accurate, organized, realistic and show careful use of the funds?

Suggested Proposal Format

<p>Page 1 ★</p> <p>Grant Application Cover Page</p> <p>Use the cover page provided in this application</p>	<p>Page 2 ★</p> <p>Proposal Summary</p> <p>One or two paragraphs that summarize the proposal's goals and your desired outcomes</p>	<p>Pages 3 – 5 (maximum) ★</p> <p>Idea Description based on the included SELECTION CRITERIA</p> <p>Include:</p> <ul style="list-style-type: none"> • A general description of the project and as much information as possible related to each of the SELECTION CRITERIA
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<p>FINAL Page Budget ★</p> <p>Include:</p> <ul style="list-style-type: none"> • Itemized detailed budget • Identify cash donations, services or materials already secured and with whom. • Plans for additional funding, if appropriate • Explanation of how you will be using CUSF money. 	<p>Application Checklist</p> <ul style="list-style-type: none"> <input type="checkbox"/> All required signatures <input type="checkbox"/> All Budget Details <input type="checkbox"/> Cover Page <input type="checkbox"/> Proposal Summary <input type="checkbox"/> All Selection Criteria included
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★ **NOTE:** You may provide us with supplemental materials to further describe your proposal – they will not be returned

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CUSF GRANT APPLICATION COVER PAGE

PLEASE RETURN THIS COVER PAGE WITH YOUR PROPOSAL - THIS IS REQUIRED – DO NOT MAKE YOUR OWN.

Photocopies of this page ARE ACCEPTABLE

Proposal Title _____

AMOUNT REQUESTED (up to \$4,000): \$ _____

Grade Levels served with proposal _____ Approximate # of students directly served _____

Contact Name _____

Contact School _____

Contact Position/Title _____ How Long? _____

Contact Email Address _____

Contact School Address _____ Contact HOME Phone _____

List involved educator(s) in this proposal _____

Signatures of other educator(s) _____

(All teachers/educators involved must sign off on this proposal, please provide an additional sheet for signatures if necessary)

Have you ever received a CUSF Grant before? Yes No What kind? _____

Principal's Name _____

I have read this proposal and can support it in our building in 2011-2012

Principal's Signature (required) _____

Do you plan to add to or change your building's technology with this grant? IF SO, you must have approval by the district technology director: (circle one): Mike Marassa, Unit 4 Christopher Fuller, Unit 116

Technology Director's Signature _____

Are you partnering with anyone **outside of the districts** in this grant? (museum, U of I, Parkland, artist-in-residence, etc.) **IF SO, you must obtain your partner's signature(s).**

Your Partner's name(s): _____

Partner(s) Signature(s): _____

Please sign:

If I receive CUSF funding for this proposal, I agree to provide a final report as required and to possibly provide a short future presentation describing the implementation of this proposal upon the Foundation's request. In addition, by accepting funding from the Champaign Urbana Schools Foundation, I agree that this project concept may be shared with other educators in the future.

Contact Signature _____ **DATE** _____

Return your application (one copy) by noon on February 18, 2011 to:
 Champaign Urbana Schools Foundation 3358 Big Pine Trail, Suite C Champaign, IL 61822 217-398-2873