

SOUTH ORANGETOWN CENTRAL SCHOOL DISTRICT

Mini-Grant Application (You can also apply on My Learning Plan) FALL 2011 – 2012

Application Submission Dates:

October 17, 2011 – Submit Mini-Grant Application
November 7, 2011 – PDC will respond to application
November 30, 2011 – Submit typed requisition for supplies
February 13, 2012 – Complete Grant and submit summary form
February 13, 2012 – Submit time sheets

A. General Information

Applicant's Name(s) _____

School: _____ Principal/Supervisor's Name: _____

B. Program Profile

Grant Title: _____

Subject and/or curriculum area(s) _____
(If program is interdisciplinary, name dominant subject area(s), e.g., interdisciplinary-science.)

Grade(s) in which your program can be implemented: _____

Grant Description: Describe the grant/project you will develop. What is the purpose, implementation and outcomes? How is this project aligned to grade, department, building, or District initiatives? Include information about student participation, outside resources necessary, and the overall value of your proposal. Please be sure to review the previous grants listed in the library.

(Attach additional sheet if necessary.)

How will this grant enhance your work and impact on your instructional program? _____

New Grant _____ \$500 _____ \$1,000 _____ \$1,500 _____

Adapted Grant _____ (Who credited the original grant) _____

C. Budget

If awarded a grant, what product would result? *Please check.*

___ instructional guide ___ curriculum guide ___ lesson plans ___ list of outside resources ___ course outline

___ Bibliography ___ list of basic materials ___ student work ___ publications

___ electronic products, such as Webquest, websites, on-line references, etc. (samples)

___ audiovisuals _____

(Describe)

___ other _____

(Describe)

D. How will the grant be shared within your building and/or throughout the district? _____

E. How is your project aligned with district goals or 21st Century Learning objectives? _____

Supplies and Materials

Please list and indicate approximate cost for materials and supplies to be purchased for this program. Remember that this must be no more than half the total amount requested.

<i>Item and Description</i>	<i>Approximate Cost</i>
_____	_____
_____	_____
_____	_____
Total	_____

****Upon approval of the Mini-Grant, a typed request for supplies must be submitted and approved before spending money on materials.***

Professional Development Time

List the number of hours of time for you or team to plan the project and to develop materials.

Total number of hours ___ for you and/or team x \$ 37.35 (negotiated contractual rate) = \$ _____.

****Upon completion of the approved Mini-Grant, a Claim Invoice for your time must be submitted.***

**Mini-Grant Total \$ _____ (Total amount should not exceed \$500 unless unique circumstances exist).
See B for details regarding larger grants**

F. Are you willing to visit other schools in the District to share information/your program with other staff members?
___ yes ___ no

G. Skill Areas

What cognitive skills would be developed? _____

What affective behaviors/attitudes would be changed?

H. Evaluation

What measurements and/or evaluation procedures will be used to document the outcomes? Explain.

Signature of Applicant

Date

**PLEASE RETURN COMPLETED APPLICATIONS TO: Rose Ngai, Lynn Gorey's Office
Revised: September 2011**