

May 2010

Dear Mapleton Educator,

The Mapleton Education Foundation is pleased to announce the 2010-2011 Innovations in Education Grants Program. Based on feedback from teachers we have modified the Grant application format. Please be sure to review the rubric, grant examples, and grant instructions before beginning the application process. This year the Mapleton Education Foundation has allocated \$20,000 for this exciting program.

This year as detailed in the attached application packet, the Innovations in Education Grants Program max amounts have been increased to provide up to \$700 per grant awarded in support of creative educational projects and initiatives that will enhance the learning experience and achievement of Mapleton's students.

As significant planning and preparation for instruction occurs over the summer, we are making the application packet available to you now so that you will have sufficient time to develop and submit a CREATIVE proposal that aligns with your classroom instruction for the next school year. Application packets are also available in hard copy from the Mapleton Education Foundation and may be downloaded directly from the Foundation website at <http://mef.mapleton.us> (look under the "Programs" section). The application deadline is Friday, August 27, 2010, 4:00 p.m. Due to the Mapleton Education Foundation Office located at the Welcome Center. Access to funds will be discussed with the grant recipients who are chosen.

We encourage you to consider applying for a grant from the Mapleton Education Foundation and look forward to receiving your application. Keep in mind that materials the District or School would normally purchase used in isolation are not considered for review, if you couple materials like encyclopedias, or projectors with a creative idea then they will be considered. If you have any questions, feel free to contact me at my e-mail address.

With best wishes for a wonderful summer,

Channing Puchino  
Executive Director  
[puchinoc@mapleton.us](mailto:puchinoc@mapleton.us)

## **APPLICATION INSTRUCTIONS**

Thank you for your interest in applying for a Mapleton Education Foundation Innovations in Education Grant. The following application packet outlines the criteria and process to apply for a grant for the 2010-2011 school year. **GRANT INSTRUCTIONS MUST BE FOLLOWED PRECISELY IN ORDER FOR YOUR APPLICATION TO BE REVIEWED.**

### **Instructions**

- Complete the entire application package, which includes the following:
  - ✓ Application Cover Page (*This will be the only page with identifying information about the applicant. It will be removed from the grant to ensure a blind review.*)
  - ✓ Executive Summary
  - ✓ Project Detail & Budget
- The completed application package (all three components) should be **NO MORE THAN 4 PAGES IN LENGTH, SINGLE SIDED.**
- Although you may need to reference certain attributes, philosophies, populations, etc. of your school in the application, please **DO NOT** mention your school name or names of school personnel in order to ensure a blind review.
- Provide a thorough explanation of the project to assist readers in reviewing the grants. Please be aware that some members of the review committee are lay members and are not necessarily familiar with curriculum and instructional methods. To facilitate understanding of your proposal, please minimize jargon.
- Quality of presentation in terms of language, grammar, clarity, and spelling will be taken into consideration as part of the scoring process.
- Application must be **TYPED.**
- Signature of school director must be included.
- Applications that do not conform to application requirements and standards will not be considered. Late applications will not be considered.

### **Application Requirements**

Projects funded by the Innovations in Education Grants Program must meet the following requirements:

- Must serve an educational purpose for a student group or classroom and be student-centered
- Grant presenter must be a full-time employee of the District with direct, daily student contact
- Funding request should not exceed \$700, including shipping and handling charges (15%)
- May benefit students from Early Childhood (pre-school) through 12<sup>th</sup> grade in Mapleton Public Schools (MPS)
- Must be administered by a full-time MPS employee who writes the grant. Under no circumstances may an employee write a grant for another employee
- May **NOT** pay for teacher release time



## INNOVATIONS IN EDUCATION GRANTS 2009 – 2010

---

### **Application and Award Schedule**

Applications Available: May 21, 2010

Application Deadline: Friday, August 27, 2010 by 4:00 p.m.  
Applications due to:  
Mapleton Education Foundation  
8990 York Street, Thornton, CO 80229

Grant Awards Announced: Mid September 2010

### **Priorities for Funding**

Priorities for grant funding include projects meeting the following criteria:

- Creative with a sound educational value beyond the regular curriculum
- Student-centered
- Align with District Standards
- Well-organized with a realistic timeline
- Attend to individual needs of student learners
- Not normally funded from building budget

### **Review Process**

Proposals are reviewed and selected by a committee comprised of educators, volunteers and directors of the Mapleton Education Foundation. Committee members will read and rate each application in accordance with the criteria indicated in the attached scoring rubric (Appendix A).

### **Innovations in Education Grant Award Winners**

Recipients of Innovations in Education Grants Awards for 2010-2011 will be notified in mid September 2010. Upon notification, recipients may be asked to attend a brief meeting to learn how to activate their grant to receive funding.

### **Questions?**

Contact: Channing Puchino, Executive Director  
Mapleton Education Foundation  
8990 York Street, Thornton, CO 80229  
Tel: 303.853.1008/Email: [puchinoc@mapleton.us](mailto:puchinoc@mapleton.us)

**INNOVATIONS IN EDUCATION GRANTS  
2009 – 2010**



**APPLICATION COVER PAGE (I)  
PAGE 1 OF 4 TO BE SUBMITTED**

*Please type. (This page will be removed from the application before the application is given to the Grants Review Committee to ensure a blind review of all proposals.)*

APPLICANT NAME: \_\_\_\_\_

SCHOOL: \_\_\_\_\_

SCHOOL PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

AMOUNT REQUESTED \_\_\_\_\_  
(\$700 MAXIMUM, INCLUDING SHIPPING/HANDLING)

**Please indicate subject area:**

- Language Arts
- Math
- Physical Education
- Cultural Diversity
- Special Education
- Science
- Arts/Music
- Social Studies
- Library
- Other \_\_\_\_\_

Number of students and primary target population to be served:

# Students Served: \_\_\_\_\_ Target Population/Group: \_\_\_\_\_

Please complete all grant instructions before signing off on completion of the grant application.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director Signature

\_\_\_\_\_  
Date

Please mail (interoffice mail okay, but take into consideration delivery date of arrival or deliver to:  
Mapleton Education Foundation  
8990 York St., Thornton, CO 80229  
**Due: Friday, August 27, 2010, 4:00 p.m. (Late applications will not be accepted!)**

**PAGE 2 OF 4 TO BE SUBMITTED**  
**PROJECT SUMMARY (II)**

*Please type. Please make sure that there is no identifying information included (name or school) on this page to ensure a blind review of all applications.*

POSITION/GRADE LEVEL: \_\_\_\_\_

PROJECT TITLE: \_\_\_\_\_

AMOUNT REQUESTED \_\_\_\_\_  
**(\$700 MAXIMUM)**

**Project Summary** *(Should not exceed this page (400 words or less))*

Summarize your project proposal in the space provided below. Include specific project goals and the targeted student population.

**Project Timeline (section 3.0) Grade Level** *(not to exceed this page)*

<b>Oct.</b>	Activity: Objective:	Standards:	Budget:
<b>Nov.</b>	Activity: Objective:	Standards:	Budget:
<b>Dec.</b>	Activity: Objective:	Standards:	Budget:
<b>Jan.</b>	Activity: Objective:	Standards:	Budget:
<b>Feb.</b>	Activity: Objective:	Standards:	Budget:
<b>Mar.</b>	Activity: Objective:	Standards:	Budget:

*Grant project and funds must reach completion and funds spent by the end of March. Page 3 of 4 to be submitted*

**PROJECT DETAIL & BUDGET (III)**

*Please type. Please make sure that there is no identifying information included (name or school) on this page to ensure a blind review of all applications. Be sure to review rubric before completing. **Page 4 of 4 to be submitted.***

PROJECT TITLE

Key Question	Strategies/Description	Resources Requested			Resource Justification
		What	Cost	Category	
1.0 How does the proposed project align with grade level/content area standards? What are the learning goals for students?					
2.0 How does the proposed project demonstrate creativity to address individual needs of student learners?					
4.0 How will you evaluate your proposal/project and its impact on student learning?					

Resources need to be identified by category: Purchased Services (PS), supplies and materials (SM). **Total may not exceed \$700.00.** Please include a minimum of 15% for shipping and handling within your supplies & materials budget.

Total amount requested: Purchased Services (trips/visitors/etc.): \$ \_\_\_\_\_  
 Supplies/Materials (include shipping & handling): \$ \_\_\_\_\_  
 Total: \$ \_\_\_\_\_

2010 – 2011 INNOVATIONS IN EDUCATION GRANTS SCORING GUIDE					
Criteria	4	3	2	1	Points
<b>Standards &amp; Learning Goals</b>	The proposal clearly aligns with District grade level/content area standards, demonstrates specifically how to address individual student needs or the needs of a particular population of students.	The proposal contains clearly stated learning goals that align with content standards, but several cannot be assessed or observed.	The proposal contains learning goals, but they are stated vaguely or are not aligned with appropriate standards and may not be able to be observed during the timeframe of the project.	The learning goals are poorly stated or conceived and do not align with District grade level or content area standards.	
<b>Creativity</b>	The project is an <u>original</u> idea that will lead to high levels of student engagement and contains budget items that extend beyond the scope of the District budget.	The project is a well-thought out idea, will lead to high levels of student engagement and the materials requested go beyond the scope of the District budget.	The project has been seen in other classrooms across the District and may or may not lead to high levels of engagement or the materials could be purchased with District funds.	The project contains no originality, will not lead to high levels of student engagement or should be funded through the District.	
<b>Organization &amp; Timeline</b>	The project is described in a clear and detailed manner. The explanation is convincing in that the educator has clearly documented how all project steps will be successfully completed in the specified time. The project is organized in such a way to maximize the opportunity to have the learning goals met.	The project is clearly described but not with as much detail as a '4' response. The educator states how all steps will be completed in the specified time. The project is organized in such a way to maximize the opportunity to have the learning goals met.	The project is fairly well described, but the proposal lacks the details and specific timeline to convince the reader that the goals can be accomplished.	The project description is disorganized and does not inspire confidence that it is well conceived or thought out.	
<b>Evaluation</b>	The proposed evaluation is clearly tied to the learning goals. The proposed evaluation methods enable the educator to determine if the project met designated goals.	The proposed evaluation is tied to the learning goals, but it is not clear that the proposed evaluation methods will allow the educator to determine if the project is having its intended effect(s).	The evaluation is only loosely tied to the objectives. The proposed methods will not allow the educator to convincingly state if the project was successful or not.	The evaluation is missing or very poorly conceived.	
<b>Budget</b>	The budget is complete and items are clearly detailed. Budget items are appropriate to support the project.	The budget is generally complete but is missing some details. Items appear appropriate to support the project.	The budget is not very specific and contains either some questionable items or not enough items to support the project.	The budget is vague and poorly specified.	
<b>Total Points</b>					

INNOVATIONS IN EDUCATION GRANT  
2009-2010

