

2007-2008 Application CUSF Master Grant Program

Up to \$4,000

INSIDE:
How to Apply
Application Guidelines
Selection Considerations
2007-2008 APPLICATION

DEADLINE: NOON, February 15, 2008



Champaign Urbana Schools Foundation

303 W. Green Street Urbana, IL 61801

217-351-7512

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www.CUSchoolsFoundation.org

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 need, 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 October 1, 2007.
- ✓ You are invited to attend our TeacherLink drop-in grant-writing information session on **NOVEMBER 1, 2007** at the Mellon Building, 703 S. New Street, Champaign, IL, from 3:30 pm – 5:00 pm. OR **NOVEMBER 15, 2007** at the UMS Multi-purpose Room, 1201 S. Vine Street, Urbana, IL from 4:00 – 5:30 pm.
- ✓ 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 15, 2008) 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 2008-2009 school year.
6. Grant money is available to recipients, through your district office, as of June 1, 2008.
7. Unspent funds by June 30, 2009 will be returned to CUSF for re-distribution.
8. **A FINAL REPORT will be due by JUNE 1, 2009. 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.
- 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.

- I. Interdisciplinary explorations in art, music, and science.
- J. 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.

Signatures

Signatures of ALL partners, educators and technology personnel must be included as relevant.

Innovation

Does the proposal incorporate new ideas, concepts and experiences that can enrich the regular curriculum?

Impact

In what meaningful ways does this proposal benefit students?

Need

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

Duration

Will the outcomes of this proposal continue to benefit and have an impact on students after the initial grant period is concluded? Are any components reusable? Are any consumable, irreplaceable or one-of-a kind? Will service or training be continued beyond the conclusion of the grant? If so, how?

Feasibility

Is the proposal realistically designed in scope and time?

Planning

Has the proposal been thoroughly researched, planned and structured to include the components for successful implementation?

Budget

Is the budget realistic and complete? 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

Does the proposal support 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.

Goals and Outcomes

How will you know that you have met the goals of the proposal? What are the measurable outcomes to determine the success and impact of the proposal?

Partnership

Does this project show collaboration with groups, parents, organizations, community partners, other teachers, university faculty or other schools in financing or expertise?

Adaptability

Can this proposal be repeated by another educator? Could it be a seed program for a bigger project?

Technology

If technology is part of your grant proposal, is it integrated creatively within the idea?

Suggested Proposal Format

Page 1 ★

Grant Application Cover Page

Use the cover page
provided in this
application

Page 2 ★

Proposal Summary

One or two paragraphs
that summarize the
proposal's goals and your
desired outcomes

Pages 3 – 5 (maximum) ★

Idea Description based on the included **SELECTION CRITERIA**

Include:

- A general description of the project and as much information as possible related to the SELECTION CRITERIA

FINAL Page Budget ★

Include:

- **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.



NOTE: You may provide us with supplemental materials to further describe your proposal – they will not be returned

2007-2008	Amount Requested _____	Code _____
For Office Use ONLY	Amount Awarded _____	MASTER GRANT

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 Teaching Grant before? Yes No

Principal's Name _____

I have read this proposal and can support it in our building in 2008-2009

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 John Morrow, 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 15, 2008 to:
 Champaign Urbana Schools Foundation 303 W. Green Street Urbana, IL 61807 217-351-7512