

Education *Plus!* Mini-Grant Program Information 2010-2011

The "Plus" Factor: designed to put the "Plus" into a child's education

Solano Community Foundation is pleased to announce our Education Plus! Mini-Grant Program. Grants will be awarded to support innovative, student-based educational projects that enhance learning with the objective of improving student achievement.

For 2010-2011, the Foundation will select recipients and award up to \$500 to teachers in Solano County's public schools, grades K-12, for classroom projects.

Schools in each city of Solano County will be awarded grants based on merit and relative to student population and number of applications received. As a grant applicant, each teacher is consenting to possible SCF media coverage including: photographs, videotapes, film and print media.

Eligibility Requirements:

- The Program is open to educators who teach in Solano County public schools grades K-12.
- Grant recipients from the 2009-2010 cycle must have already submitted the required Project Report.
- The project must enhance curriculum and classroom instruction in these specific grant areas:
 1. Arts and Culture
 2. Health and Wellness
 3. Media and Technology
 4. Math and Science
 5. Reading and Literacy

All projects must be completed (and funds must be spent) during the 2010-2011 school year. Mini-grant funds are not to be used for the purchase of computer hardware or furniture.

Funding will be payable to the school, for distribution to the teacher recipient.

Application Requirements:

- One application per teacher, per project, per school. Only the first application received will be considered; all subsequent submissions will be declined.
- Incomplete or illegible applications will not be accepted. Applications that have been modified or reformatted will not be accepted.
- Each application must include an itemized list of expenses and total project cost. Please use budget template attached.

Deadline and Notification

- Grant applications will be accepted through **5 p.m. on Wednesday, October 6, 2010**. Applications must be signed and may be submitted via fax, regular mail, in person, or by email as a signed PDF.
- Any applications received after the deadline **will not** be accepted.
- Award letters and grant checks will be mailed to selectees and schools on or about October 26, 2010.
- A notification email will be sent to each grant recipient, and a hard copy sent to the school with the check.
- Education Plus! recipients for the 2010-2011 cycle will be invited to attend our Teacher Recognition Event on Wednesday, November 17, 2010, from 5:30-7:30 p.m. at the Fairfield Community Center.

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Members of the Education Plus! Mini-Grants Committee will review the applications based on the following criteria:

- A creative, innovative solution to a stated problem or issue as it relates to Arts and Culture; Health and Wellness; Media and Technology; Math and Science; and Reading and Literacy
- A positive contribution to reaching higher student achievement while motivating students to learn
- Clearly defined and valid objectives and outcomes that are realistic in terms of what is expected to be accomplished
- Activities must be well-defined, engaging and directly related to project goals
- Appropriate to grade level and include direct student involvement
- Budget must be itemized and reasonable
- Plans for evaluating the project must realistic and quantifiable

All publicity releases, information brochures, printed programs and public reports pertaining to the Education Plus! Mini-Grant must include acknowledgement of Solano Community Foundation's support.

Reporting Requirements

The Solano Community Foundation requires a written report on the outcomes of the funded project. The report is due no later than **June 11, 2011** or upon project completion. The report template will be available to download from our SCF website on the Education Plus! Mini-Grant page (www.solanocf.org) after grants are awarded.

Your report must include invoices, receipts, and at least one digital photo of student participation in the funded project. A Photo Release Form is required as project photos may be used on the Solano Community Foundation website or media.

Send applications to: Solano Community Foundation
1261 Travis Blvd., Suite 320
Fairfield, CA 94533

Email: scfadmin@solanocf.org

Fax: 707-399-3849

Education *Plus!* Mini-Grant Creating a Winning “Plus” Project

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Funding will be provided for projects that enrich the standard curriculum or school activities in ways that directly affect students’ day-to-day school experiences. Proposals should encourage creativity, increase student motivation to learn and describe the “Plus” in education.

Priority will be given to projects designed to do one or more of the following:

- Motivate students and keep them eager to learn about Arts and Culture, Health and Wellness; Media and Technology, Math and Science, and Reading and Literacy.
- Improve basic learning skills
- Improve cultural awareness to better prepare our students for the future
- To help underachieving students reach their potential
- Provide meaningful and measurable learning objectives
- Involve many students
- Include the purchase of non-consumable, reusable materials

Considerations:

- Grants cannot be used to supplant school and/or district responsibilities
- Proposals for equipment and/or fields trips will be considered only if they are an integral, vital component of a larger strategy
- Outside consultants and experts will be supported only if the expenditure is a necessary part of the overall objective of the project
- Each educator may submit only one proposal per academic year

Do ...

- Type your application
- Try to develop projects which will be self-sufficient at the end of funding
- Remember evaluation is an important component of the grant
- Integrate technology; however, purchase of the computers or major equipment in and of themselves is discouraged
- Submit Mini-Grant Application (pages 4, 5, and 6) and Budget Template

Look for and eliminate ...

- Grammatical and spelling errors
- Logical inconsistencies
- Unjustified budget items
- Unsupported statements

Education *Plus!* Mini-Grant APPLICATION 2010-2011

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Applications must be typed. You may attach one additional typewritten page if needed to properly describe the project.

School District	School Name	Teacher Name
Project Title	Grade	\$ Grant Amount Requested
Teacher's Home Email	Teacher's Home/Cell Number	\$ Total Project Cost
Date Project Will Begin	Date Project Will Be Completed	Number of Students Involved
Principal's Name	Principal's Signature	School Phone Number

Grant Area (check one only)

- Arts and Culture
- Health and Wellness
- Media and Technology
- Math and Science
- Reading and Literacy

Please answer the following questions:

How did you hear about this grant opportunity?

Are you a previous Education Plus! Mini-Grant recipient? Yes No

If yes, please list year and project title.

Application continues on next page

Education *Plus!* Mini-Grant APPLICATION 2010-2011

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Applications must be typed. You may attach one additional typewritten page if needed to properly describe the project.

A. The Project Description:

Clearly define the need for the project and what you hope to accomplish. Describe your anticipated results and what competencies you will address. Describe the reasons why your project has the "Plus Factor."

B. The Activities Planned:

Clearly and concisely describe the project activities, the sequence, the scope and interrelationship of activities, and the number of students involved.

C. The Project Evaluation:

The Project Evaluation design will be closely examined since one of the goals of the Foundation is to share the results of the Program. What do you want your students to learn? How do you know if your students have learned it?

D. Budget:

Items should be related to project activities. Include specific information, such as kinds of materials and equipment needed, sources of supply and costs. Please use the attached Budget Template on Page 6 and submit it with your application form.

I understand that the awarding of all grants, and the amount of grant, shall be at the sole discretion of Solano Community Foundation's Grant's Committee. If I am awarded a grant for the project herein described I agree to submit a written report to the Foundation by June 11, 2010. I understand that without this report submitted, I will not be able to apply for the 2011-2012 cycle. Solano Community Foundation has the right to disseminate to others the information and materials developed.

Applicant's Signature _____ Date _____

Principal's Signature _____ Date _____

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Application Checklist

It is the sole responsibility of the applicant to insure that the application is complete and submitted on time.

- Teacher name, home phone number, and home email address has been listed on cover sheet.
- Goal is defined and can be measured upon completion.
- Objectives are clearly stated.
- Activities involved are listed.
- Student involvement is clearly defined.
- Budget sheet is accurate and detailed.
- A copy of the completed application has been retained by you.
- Amount on Budget Sheet is same as on cover page.

Submission Checklist

- Application Form (Page 4)
- Project Description, Activities, Evaluation (Page 5)
- Budget Template (Page 6)
- Mail or hand deliver to:

Solano Community Foundation
1261 Travis Blvd., Suite 320
Fairfield, CA 94533
- Or Fax to: 707-399-3849
- Or Email to: scfadmin@solanocf.org