

# Fort Bend Education Foundation

## Teacher, Team & Site Grants

*Revised May 2018*

### **IMMEDIATE PROGRAM GOALS:**

With the assistance and advice of School District personnel, the Board of Directors has developed several programs, which emphasize the Education Foundation's mission to provide opportunities to enrich and enhance the quality of education for all FBISD students. All programs will be monitored by the Foundation to ensure that they are effectively meeting this mission.

### **PROGRAM AREA GRANTS:**

#### **1. Grants to Individual Teachers and Team Grants:**

##### **Purpose**

The purpose of Grants to Teachers is to enhance, promote and augment classroom instruction in areas not allotted in regular budgetary funds or not eligible for reimbursement from other sources.

##### **Amount of Award**

\$100 to \$1,500

##### **Funding Periods**

One funding period will occur in the fall semester.

##### **Qualifications**

- Complete an Application Form
- Provide all requested information
- Demonstrate specific need(s)
- Present a creative and/or innovative approach
- Impacts the students and enhances the quality of education

##### **Limitations**

- **An individual applicant may only apply once for each of the following type of grants school site, team, and individual application per funding period.**
- **One team grant per grade level**

#### **2. Dissemination of Application Information**

All applications and information regarding the application process will be distributed to campus principals, teachers, administrators and staff.

#### **3. Selection of Recipients**

It is the responsibility of the Allocations Committee, under the guidance of the Vice President of Program Allocations, to review applications and recommend grants. Selection will be based on the quality of the program as well as amounts requested relative to funds available. All grants will be reviewed by appropriate FBISD content area specialists to ensure they meet FBISD instructional program goals. **Notification letters will be sent the fourth week in April each year and recipients will be recognized at a Grant Awards Ceremony in May.**

#### **4. Distribution of Funds**

Funds will be distributed and coordinated by the Business and Finance Office of FBISD.

## Fort Bend Education Foundation Teacher & Team Grant Application Guidelines

1. Recognizing that many of your measurements emphasize standardized test scores such as STAR, the purpose of this program is not to increase performance on a standardized test but rather enhance the educational experience in the classroom. Please note that the Foundation Board of Directors is made up of members of the community outside of the School District.
2. Supplemental classroom materials and prepackaged kits are acceptable, however, **grants that demonstrate creative and effective implementation and inspire students to learn will be graded higher.**
3. Grants that directly benefit large numbers of students will be given preference.
4. Grants which utilize durable, reusable items will be given preference.
5. Grants that share materials and/or techniques between grades, groups, schools, etc. will be given preference.
7. Proposals for new programs are preferred over repeat requests.
8. **Grants requesting iPads must be submitted under a school site application.**  
**i-pad requests require current approved model, case for each and FBISD Required software**

### Document Preparation Guidelines

1. Correct grammar and spelling are a must. Errors will be counted against the grant score.
2. Catalog pages of major items to be purchased must be included.

### Policies

1. Grants will not be awarded for costs and items that may be available from other sources such as federal or state funding or district funding.
2. **No funds will be awarded for: field trips, salaries, subscriptions, teacher trips, training, food, or speaker fees.**
3. No funds will be awarded for multiple applications from an individual school to fund an entire program.
4. The Foundation will not fund grant requests which exceed the stated dollar limit.
5. A timely evaluation for each grant must be submitted by the stated deadline. Those who do not may be eliminated for consideration for grants for the following academic year.
6. In the event a recipient of a teacher grant transfers to another school within the district, the teacher may transfer the grant program to the transfer school, provided the transfer is to a compatible grade level. If the transferring teacher is one member of a group grant, the grant will remain at the school awarded the grant. Any dispute regarding a grant transfer may be resolved by a special sub-committee of three board members appointed by the Vice President of Program Allocations. Site grants are non-transferable.
8. Grant applications that are not funded will be kept on file for one year.