

Instructions for 2008-09 Upper Dublin Education Foundation Mini Grant Applications

Another great opportunity to enhance and complement your teaching practices! The Education Foundation will again offer Mini-Grant opportunities for all our teachers and staff. Mini-Grants are offered as an aid to staff in finding new strategies to enable all students to be successful learners. **New ideas initiated or resources developed through the Mini-Grant Program should meet needs not addressed in existing programs. The innovation should strengthen the program and enhance student learning.**

Grant proposals should not exceed \$2500. Larger ones will be considered if phased over more than one year.

A subcommittee will review the proposals and make award recommendations to the Foundation members. Awards will be determined by the Education Foundation. The target date for awarding the grants is the December meeting of the School Board.

The **application is attached** and must be **returned by Monday, September 22, 2008**, to the Superintendent's office. Please submit your application online with a copy to your building principal or supervisor. (Contact your building technology representative or John McGowan if you need assistance.)

If you have previously received a Mini-Grant, please submit a Status Report, including the title of the Grant, the year in which it was funded, a 2 paragraph summary of the grant, and an assessment of how successful the funded project was at achieving its goals. A **Status Report form** is attached to this application. If you have already submitted a status report on your project, please attach a copy of that report, and update it, if appropriate, or -- indicate the title of your project, the year it was funded, and the date on which the original status report was previously submitted to Dr. Pladus' office. If you are unable to provide this, you will not be eligible for funding under the 2008-2009 Mini Grant program.

**Education Foundation Mini-Grant
Application
Deadline – September 22, 2008**

Applicant(s) _____

Building _____ Grade/Subject _____

Principal and/or Supervisor _____

Project
Title _____

1. Briefly describe the innovation and how it will expand, enhance, and complement the regular/existing program.

2. Explain how your project is innovative and increases student learning.

3. How will you measure success? How will you know that student learning increased? **(Applicants are expected to submit a Status Report on their funded Mini Grant upon completion of the project and/or by [November of the following school year])**

BUDGET PAGE

4. Itemize and total costs for equipment and materials. Include specific ordering information such as vendor and catalog number.

Be sure to include 10% shipping and handling. In order to avoid Sales Tax, where applicable, please make sure you obtain three (3) quotes when preparing the cost of your materials. Any questions, please call Tim Matthews in the Business Office, 215-643-8811 x 8809.

Item

Vendor, Catalog#, etc.

Cost

UDEF Mini-Grant **Status Report**

Status Reports for all Mini Grants funded in 2008-2009, are due June 1, 2009,

The “Status Report” should be submitted to Dr. Pladus’ office by June 1, 2009, or sooner, electronically or physically. This brief report needs to include the project’s title, a description of the project, its start and completion dates, and its current status. An evaluation of the project’s successes or failures, and its impact on Upper Dublin students, staff and others should be included. Any anticipated future use of the Mini Grant materials should be mentioned.

Please Note: Photographs of your Mini Grant project in construction, use, or under way would be appreciated, and should be attached physically to the Status Report, or digitally to the electronic submission.