



# EDUCATOR INITIATIVE GRANTS WORKSHOP

*Presented by Thina Larsen, CCSD Grant Writer*



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# EDUCATOR INITIATIVE GRANTS

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- ☐ What are Educator Initiative Grants?
- ☐ How do I apply?



# WHAT IS A GRANT?

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- ☐ Methods to fund ideas and projects to provide public services
- ☐ Support for critical recovery initiatives, innovative research, etc.
  - ☐ Grants are not “free money” with no strings attached



# WHY DO BOTH CHERRY CREEK SCHOOL DISTRICT & CHERRY CREEK SCHOOLS FOUNDATION SEEK GRANT FUNDING?

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- Facilitate supplemental programming due to limited budgets
- Provide services and programs schools cannot otherwise fund
- Without supplemental grants, beneficial programs for students are often eliminated



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# WHY DOES THE CHERRY CREEK SCHOOLS FOUNDATION OFFER TEACHERS “EDUCATOR INITIATIVE GRANTS?”

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- Educator Initiative Grants (EIG) are awarded to individual classroom teachers or teams teaching within Cherry Creek Schools.
- The grants are designed to encourage, facilitate, recognize, and reward creative, inclusive and innovative instructional approaches used to accomplish program objectives.
- These Grants are a greenhouse for nurturing new and potentially scalable instructional programs.
- Grant requests of up to \$1,200 are awarded.
- The Foundation requests a subsequent evaluation to determine IMPACT to the students.



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# WHY DOES THE CHERRY CREEK SCHOOLS FOUNDATION OFFER TEACHER EDUCATOR INITIATIVE GRANTS?

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- During the 2019-20 school year, Cherry Creek Schools Foundation approved \$113,391.37 for a total of 127 grants to be given to Cherry Creek Schools educators.
- These grants impacted around 40,000 students within the district to further new innovative educational opportunities.
- The impacts of these grants will be felt by more than one-in-two students across the district.



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# WHY DOES THE CHERRY CREEK SCHOOLS FOUNDATION OFFER TEACHER INITIATIVE GRANTS?

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- Limited school budgets to fund supplemental programming
- Provide services and programs schools cannot otherwise fund
- Prevent teachers from spending their own money on classroom supplies
- Without supplemental grants, beneficial programs for students are often eliminated



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# THE CHERRY CREEK SCHOOLS FOUNDATION IS DEDICATED TO:

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- Impacting all students
- Investing in innovation in the classroom
- Providing opportunities for every student to achieve to the best of their ability



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Purpose:

- ✓ The Educator Initiative Grants (EIG) are designed to encourage, facilitate, recognize and reward creative, inclusive and *INNOVATIVE* instructional approaches used to accomplish program objectives with an emphasis on diversity, equity and inclusion for all students within the classroom.
- ✓ *Innovation is the application of better solutions that meet new requirements, unarticulated needs or existing market needs.*



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Persons Eligible to Apply for Grants:

- ✓ Individuals or teams of individuals employed by Cherry Creek Schools who are involved in teaching and supporting students are eligible to apply.
- ✓ Eligible employees include both certified and classified.
- ✓ *Parents or PTCO may assist in the writing of the grant application. However, the educator will be held responsible for implementation and evaluation.*



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Eligible Proposals and Grant Term:

- ✓ Grants designed to begin and to be completed during the 2021-22 school year are eligible for submission.
- ✓ Funds **cannot** be carried over to the next school year and unused funds or funds not reconciled will be returned to CCSF.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Award of Funds:

- ✓ The Cherry Creek Schools Foundation will determine the number and dollar amount of awards.
- ✓ Grant requests of up to \$1,200 will be considered.
- ✓ **The Educator Initiative Grants generally will NOT fund requests for the following items: food, ribbons and awards, t-shirts, salaries or sub-time.**
- ✓ **Any requests for technology will be reviewed for compatibility with existing district technology.**



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Application Deadline:

- ✓ All grants must be submitted online by September 26<sup>th</sup>, 2021, no later than 11:59 pm.
- ✓ Applications received after the deadline will not be considered.
- ✓ You will receive an email confirming the receipt of your full, completed application.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Application Process:

- ☐ Application available online at: <https://ccsdfoundation.org>
- ☐ **You can review a sample of an approved grant application on the Cherry Creek Schools Foundation website.**
- ☐ Applications must be reviewed and approved by your Principal or Director.
- ☐ **All applications must be submitted online.**



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Application Process (Continued):

- ✓ Applications will be reviewed by a committee made up of the following members:
  - ☐ At least three members of the Foundation Board of Directors.
  - ☐ At least one representative from the District central office administration.
- ✓ Grant applications will be read by non-educators.
  - ☐ Please avoid educational jargon and acronyms.
  - ☐ It is beneficial to provide background information on programs, curriculum being used and general information to help readers understand your request.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

## FALL 2021

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### ➤ Application Process (Continued):

- ✓ For each grant application submitted, the committee shall make one of the following recommendations:
  - ☐ (a) funded;
  - ☐ (b) funded with conditions and/or modifications;
  - ☐ (c) partial funding;
  - ☐ (d) not funded.
- ✓ Applicants will be notified of the decisions by the end of October.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

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### ➤ Selection Criteria:

- ☐ Represents a unique teaching approach to accomplishing program objectives.
- ☐ Is aligned with district program objectives and clearly defines why it is needed in the school.
- ☐ Contains a clear description of instruction that will happen.
- ☐ Reflects one or more of the following values:
  - ☐ Whole well being of students
  - ☐ Relationship building
  - ☐ Equity
  - ☐ Engagement
  - ☐ Growth mindset



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

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### ➤ Selection Criteria (continued):

- ☐ There is evidence of expected impact on students.
- ☐ Incorporates sound evaluation procedures.
- ☐ The proposal could be scalable and sustainable.
- ☐ Can serve as a pilot program for other schools.
- ☐ Projects are intended to provide a space for learning and growth for all, and do not harm, discriminate, or exclude any individuals or groups from participating.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

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### ➤ Terms & Conditions:

- ✓ Use the grant for the purposes intended.
- ✓ Agree to share successful procedures in staff development sessions or with other schools.
- ✓ Complete the Educator Initiative Evaluation by June 30, 2022.
  - ☐ Recipients who do not complete the evaluation will be ineligible to apply for the next cycle of Educator Initiative Grants.
- ✓ Provide the CCSF with one or more of the following: pictures, video, student testimonial, story to share with stakeholders about your grant.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

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### ➤ Terms & Conditions (continued):

- ✓ Provide appropriate detail for itemized costs.
- ✓ Detail any additional funding sources.
- ✓ Ensure students in photos supplied to the Foundation have a signed media/photo release.
- ✓ All materials received through an Educator Initiative Grant must stay within the Cherry Creek School District and used for students.
  - ❑ If a recipient leaves CCSD or moves to a non-instructional position, the materials will remain with the school.
  - ❑ If a recipient remains in an instructional position but moves positions within the school or within the CCSD, the materials received through the EIG will stay with the recipient.



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# EDUCATOR INITIATIVE GRANTS GUIDELINES

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### ➤ Grant Publicity:

- ☐ CCSF appreciates any recognition you provide in print or electronic materials related to your funded project.
- ☐ We encourage you to recognize CCSF as a funder in newsletter articles or other materials that are sent to your parents or community to enhance the awareness of CCSF to allow for increased funding of grants in future years.
- ☐ We ask you to consider including a link to our website, [www.ccsdfoundation.org](http://www.ccsdfoundation.org), in any publicity materials.
- ☐ For assistance in creating publicity materials or stories, or to request a CCSF logo, please contact Yolonda Grosso at 720-554-4429 or [ygrosso@cherrycreekschools.org](mailto:ygrosso@cherrycreekschools.org).
- ☐ We kindly request you submit thank you-letters, photos of the program in operation or quotes which we may publish on the CCSF website or in CCSF marketing materials.
- ☐ Ensure students in photos have signed media/photo releases.



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# HOW DO WE APPLY FOR TEACHER INITIATIVE GRANTS?

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➤ Website Link

❑ <https://ccsdfoundation.org/what-we-do/grants/educator-initiative-grants.html>

➤ Previous Award Winner Links...

❑ [https://ccsdfoundation.org/file\\_download/inline/352a6b1c-5040-42cc-82a5-dfec22f1f3fb](https://ccsdfoundation.org/file_download/inline/352a6b1c-5040-42cc-82a5-dfec22f1f3fb)

➤ Additional Information...



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## APPLICANT INFORMATION

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- First Name
- Last Name
- Job Title
- Phone Number
- Email Address
- School
- Grant Title
- Number of Students anticipated to be Impacted



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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- Provide a brief description of your Grant project that can be used for publication
  - ❑ Funded grants will be publicized and require photographs and evaluation of project



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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### ➤ Purpose

- ☐ Explain what you hope to achieve
- ☐ What will be different or better if successful?
- ☐ Why is it needed?
- ☐ How is it INNOVATIVE?



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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### ➤ Measurable Objectives

- ☐ Specific, Measurable, Attainable, Relevant, Time-Based (SMART) Goals
- ☐ What are SMART Goals?
  - ☐ **S**pecific (and strategic): Linked to position summary, departmental goals/mission, and/or overall goals and strategic plans
  - ☐ **M**easurable: The success toward meeting the goal can be measured
  - ☐ **A**chievable (and attainable): Goals are realistic and can be achieved in a specific amount of time and are reasonable.
  - ☐ **R**elevant: The goals are aligned with current tasks and projects and focus in on one defined area; include the expected result
  - ☐ **T**ime-phased: Goals have a clearly defined time-frame including a target or deadline date
- ☐ How will you know it is successful?



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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### ➤ Measurable Objectives

- ❑ Specific, Measurable, Attainable, Relevant, Time-Based (SMART) Goals
- ❑ Example of SMART Goal

SMART Goal #1 ( <u>S</u> pecific, <u>M</u> easurable, <u>A</u> chievable, <u>R</u> elevant, <u>T</u> ime-phased) Between August 21, 2017 and August 31, 2018, a full-time CDE Certified Behavioral Health Professional [School Counselor] will be made available to 100% of Elementary, Middle, and High School students		
Activity	Date to be completed (in chronological order)	Job Title of Person Responsible
Advertise and hire a licensed BHP for 2017-18 school year	August 25, 2017	Superintendent and PPSW
Newly hired BHP and Super meet to outline grant expectations	August 31, 2017	Superintendent and BHP
BHP attend SHPG training (Denver)	September 2017, TBD	BHP
BHP provide monthly trainings to staff on behavioral health	September-December 2017	BHP, school staff



# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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- How will your grant achieve a District/School goal?
  - ❑ e.g., Future Forward: Instructional Excellence, Operational Excellence, Workforce Excellence with a focus on the whole well being of students, relationships, equity, engagement and foster a growth-mindset.



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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➤ Implementation of Strategy

- ❑ e.g., instructional procedures, steps of implementation



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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### ➤ Timeline

- ☐ Provide outline of your grant from beginning to end
- ☐ Sustainability plan
  - Will additional resources be needed in the future?



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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### ➤ Evaluation Procedures

- ☐ Explain how you will measure the success of your program
- ☐ Will you conduct a survey, interview, or request feedback from participants?



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS?

## GRANT APPLICATION QUESTIONS

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- School and/or Community Partners involved in the grant
  - ❑ e.g., financial support or volunteer



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS

## BUDGET QUESTIONS

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➤ Budget Narrative:

- ☐ Explain what is being purchased and how it relates to the goals of the project.

➤ Equipment/Supplies:

- ☐ Item, cost, description

Item	Cost (\$)	Description



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS

## BUDGET QUESTIONS

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➤ Other:

- ☐ e.g., Guest speakers, scholarships, travel, postage, etc.
- ☐ Item, cost, description

Item	Cost (\$)	Description



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# APPLICATION PROCESS FOR TEACHER INITIATIVE GRANTS

## BUDGET QUESTIONS

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➤ **Total Amount Requested up to \$1200 (\$):**

(Enter Amount)



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# WHAT DO WE WRITE GRANTS ABOUT?

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- ✓ Generating revenue to create, supplement, expand, and/or sustain an initiative, project, or program
- ✓ Academic success of students (Instructional Excellence)
- ✓ Professional development for educational staff (Workforce Excellence)
- ✓ Physical and psychological safety for students, families, educators, schools, district community members (Operational Excellence)
- ✓ Serving underrepresented groups and vulnerable populations
- ✓ Moving the District toward one of many goals or desired outcomes with evidence of successful results
- ✓ Overcoming substantial budget reductions to District funding



# CHERRY CREEK SCHOOLS FOUNDATION

Contact Name	Title	Email Address	Phone Number
Jill Henden	Executive Director	<a href="mailto:jhenden@cherrycreekschools.org">jhenden@cherrycreekschools.org</a>	(720) 554-4409
Jordan Evins	Development Manager	<a href="mailto:jevins@cherrycreekschools.org">jevins@cherrycreekschools.org</a>	(720) 554-4450
Yolanda Grosso	Executive Assistant	<a href="mailto:ygrosso@cherrycreekschools.org">ygrosso@cherrycreekschools.org</a>	(720) 554-4429
Jeremy Chavez	Digital and Social Media Specialist	<a href="mailto:jchavez3@cherrycreekschools.org">jchavez3@cherrycreekschools.org</a>	(720) 554-4253

*Presented by Thina Larsen, Grant Writer*



**ARE YOU READY TO WRITE?**



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# TIME FOR HOMEWORK

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- Develop a grant idea for the District, a specific department, or a school
- Create your collaborative team (if applicable)
- Gather data/information
- Outline your program/project
- Calculate your budget
- Develop a plan on how you will evaluate your program/project
- Address sustainability plan after the grant ends



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