



Cherry Creek Schools Foundation is the connector and community catalyst that:

- Provides funding to all schools and to students at all levels and from all backgrounds;
- Invests in innovative initiatives and programs that prepare our students for the future;
- Builds long-term relationships with individuals and businesses in order to benefit students.

Educator Initiative Grant Guidelines

Fall 2018

Purpose:

The Educator Initiative Grants (EIG) are designed to encourage, facilitate, recognize and reward creative and *INNOVATIVE* instructional approaches used to accomplish program objectives. *Innovation is the application of better solutions that meet new requirements, unarticulated needs or existing market needs.*

Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by Cherry Creek Schools who are involved in teaching students are eligible to apply. *Parents or PTCO may assist in the writing of the grant application, however, the educator will be held responsible for implementation and evaluation.*

Eligible Proposals and Grant Term:

Grants designed to begin and to be completed during the 2018-2019 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.

Award of Funds:

The Cherry Creek Schools Foundation will determine the number and dollar amount of awards. Grants requests of up to \$1,000 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 computer hardware or software must be reviewed for District compatibility by your Principal or Director.

Application Deadline: Monday, September 17th, 2018 at 4pm.

All grants must be submitted online by Monday, September 17th, 2018 at 4pm. Applications received after the deadline will not be considered. You will receive an email confirming the receipt of your full, completed application.

Application Process:

1. **Application available online at:** <https://ccsdfoundation.org>
You can review a sample of an approved grant application on the Cherry Creek Schools Foundation website.
2. Applications must be reviewed and approved by the Principal or Director.
3. **All applications must be submitted online.**
4. Applications will be reviewed by a committee made up of the following members:
 - a. At least three members of the Foundation Board of Directors.
 - b. At least one representative from the District central office administration.
5. 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.
6. 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.
7. Applicants will be notified of the decisions the beginning of October.



Selection Criteria:

1. Represents a unique teaching approach to accomplishing program objectives.
2. Is aligned with district program objectives and clearly defines why it is needed in the school.
3. Contains a clear description of instruction that will happen.
4. There is evidence of expected impact on students.
5. Incorporates sound evaluation procedures.
6. The proposal could be scalable and sustainable. Can serve as a pilot program for other schools.

TERMS & CONDITONS

- 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. (Recipients who do not complete the evaluation will be ineligible to apply for the next cycle of Educator Initiative Grants.)
- Coordinate a site visit, if requested, in which CCSF Board members and others may visit your school to see the grant in action and ask questions.
- Complete EIG evaluation and submit on time to the Foundation office.
- 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.

Grant Publicity:

CCSF appreciates any recognition you provide in print 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 and increasing donations to 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, 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. 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.