



**LAWRENCE
SCHOOLS**
FOUNDATION

Innovative Teaching Grant Guidelines

innovative

adjective in·no·va·tive \ 'i-nə-,vā-tiv\

Simple Definition of *innovative*

: introducing or using new ideas or methods

: having new ideas about how something can be done

You Dream It; We Will Help You Achieve It!

Purpose of the program

The Lawrence Schools Foundation Innovative Teaching Grant program provides the opportunity for an educator or a group of educators to enhance the educational experience of their students. Grants are awarded to teachers who implement innovative and unique programs or projects for their students that enrich learning, result in increased student achievement and engage students in critical thinking and problem solving.

Grant amounts

The Foundation awards these grants annually based on available funding for the Innovative Teaching Grant program. Maximum award per grant is up to \$3,000. Grant requests may be funded in full or in part. In some cases, the Foundation may encourage applicants to seek matching or supplemental funding.

Eligibility

Any educator or group of educators in the Lawrence Public Schools may apply for an Innovative Teaching Grant.

Funding Priorities

Innovative Teaching Grants are designed to encourage creative and innovative educators who dedicate time and energy to enhance their students' educational experience, and to further inspire such creativity in the school district. A grant may be considered innovative if the following questions can be answered "yes":

- Is it new for *my* students?
- Does it offer new motivation for students to learn?
- Is it expected to improve student achievement in a fresh/new/innovative way?

In order to determine whether the grant will further inspire creativity in the school district, the educator should provide evidence of sustainability and how materials/equipment could be shared, used again, or duplicated. Preference will be given to grants that go beyond purchasing additional classroom materials. Funds may be used to purchase equipment as long as the equipment is just one component of the project/program. Additionally, preference will be given to grants that go beyond "one-time events." Use of existing equipment in new ways is strongly encouraged.

Selection Criteria

1. The project is innovative
2. The project enhances and improves student achievement
3. The project's purpose, goals, and activities are clearly articulated
4. The project engages students as active participants in the learning process
5. The project could be sustained once grant funds no longer exist
6. The project's success can be measured
7. The project's budget supports the program's purpose and goals
8. The project could be replicated in other settings
9. The project cannot be fully funded by other resources

Restrictions and Requirements

- Grants may not be used to pursue degrees or to pay salaries to applicants, staff or substitutes.
- Projects that requests for grant funds to purchase classroom materials and equipment must be justified as essential to the project.
- The use of grant funds for purchasing prepaid store cards—i.e. retail/grocery stores, Amazon, I-Tunes, convenience stores, gas cards, etc. is not allowed under federal regulations. Because prepaid cards are considered “cash equivalents” their use cannot be controlled and their purchase does not meet the necessary and reasonable standard required.
- Grants are to be used only for a purchase, project or program that is to be used or implemented in the 2023-2024 school year.
- Grants not used by the end of the school year, will be returned to the Foundation, unless otherwise authorized

Selection Committee

The selection committee for Innovative Teaching Grants consists of Foundation trustees, with the full Foundation Board of Trustees making the final decision regarding which grants will be awarded. Please avoid overuse of educational jargon on your application, if possible.

Timelines and Deadlines

The deadline to apply for Foundation grants will be on February 1 and September 1 by 5:00 PM to Dena Johnston, Executive Director, Lawrence Schools Foundation, 110 McDonald Drive, Lawrence, KS 66044.



Innovative Teaching Grant

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Application

Please complete this cover sheet as the first page of your application. No cover letters, please. Applications may be downloaded at www.lawrenceschoolsfoundation.org. If submitting a proposal by email, you must also submit a hard copy of this cover sheet with your administrator's signature. The deadline to apply for Foundation grants will be on February 1 and September 1 by 5:00 PM to Dena Johnston, Executive Director, Lawrence Schools Foundation, 110 McDonald Drive, Lawrence, KS 66044.

This application is being submitted by:

- An individual educator
 A team of educators

Name of applicant(s): _____
Position/Title: _____

School or building: _____

Title of project/program: _____

Grade level(s) served: _____

Number of students served: _____

Amount requested: _____

Have you applied for a Lawrence Schools Foundation Grant before? _____ If so, when: _____

What type of grant did you apply for? _____

IT Department Approval /Endorsement: _____

School Administrator's Endorsement: _____

District Administrator's Endorsement: _____

District Administrator to answer the following:

1. How does the district plan to support and sustain this program/project in the future if funded?
2. Explain how the project could continue once the grant funds have been expended.

Print this page for the administrator's signature and mail to the Lawrence Schools Foundation. (The school & district administrators signature verifies that the administrator supports the proposal and, if awarded, the implementation of the project or program in the school and/or district. If this is a request for technology, the applicant and/or administrator(s) are responsible for getting IT's approval before the proposal is submitted.)

II. Please answer the following questions. If additional space is required, please use the fourth page provided and

reference the question(s) you are answering. Please limit your total proposal to four (4) pages, excluding the cover sheet

A. Project Description

Describe the project, including the activities and/or instructional materials you will develop. Please include references and/or copies of items researched.

B. Goals and Purpose

Clearly articulate the project's purpose and goals. Identify which students will participate in the project.

C. Innovation

Explain how this project is innovative. (*Introducing or using new ideas or methods*)

D. Student Achievement

Explain how this project will enhance student achievement.

E. Evaluation

Explain how you will measure the success of the project.

F. Replication

Explain how other educators could replicate this project, and how you plan to share the project (materials, equipment, and information) with others in the district. If you are aware that this project has been implemented at another school in the district, please indicate if you have consulted with the staff at the other schools about their experience with the project.

G. Funding Resources

Explain the availability of other funding resources for this project, such as PTO, matching funds, or in-kind contributions. Have you consulted with your school principal or district to verify funding resources prior to applying for this grant? Explain

H. Budget

Include an itemized listing of expenditures, including total expected cost using the budget form provided:

LAWRENCE SCHOOLS FOUNDATION - GRANT BUDGET FORM

Requested: Amount you are seeking with the Lawrence Schools Foundation Grant Request

Projected: Amount(s) you hope to receive from other sources to support project

Committed: Amount(s) you have already secured to support project

Sources of Project Funds

Sources of Project Funds	Amount	Requested, Projected or Committed?

Expenses

Please list all expeted expenses.

EXPENSES

EXPENSES	Amount	NOTES
TOTAL EXPENSES		