# PURPOSE

The Foundation for Applied Technical Education, Inc. (FATE) is a nonprofit organization committed to improving student achievement and experiences for the Career and Technical Education programs in Fairfax County Public schools. FATE sponsors the CTE Program Improvement Grants to encourage educators to identify and develop solutions to educational challenges.

**TIMELINE**
There is one cycle for the 2014-2015 school year. The schedule for Grant requests is as follows:

|  |  |
| --- | --- |
| **Teachers’ Grant Application Deadline** | **November 1st**  |
| Decision communicated to applicants | December 1st  |

# ELIGIBILITY

Any CTE program teacher (regular education) of Fairfax County Public Schools is eligible to apply for funding from FATE. Collaboration is encouraged; applicants may apply individually or as team members. Proposed projects may benefit individual classrooms, an entire school, a region or group of schools, or the school division.

# Applications for continuation of current grants will be considered, once the current grant has expired, and the final grant report has been submitted and accepted. (Is this the first year? If so, this statement should be omitted)

**GUIDELINES**

The FATE CTE Program Improvement Grants program seeks to support the broader CTE improvement agenda. Successful applications will incorporate elements of school improvement, which directly impact student achievement.

FATE is interested in funding innovative projects and ideas; projects that challenge learners to think at higher levels, are cross-curricular, are learner-centered, and that achieve outcomes effectively and imaginatively.

It is the goal of FATE to provide as much support as possible with a ceiling of $10,000 in funding per year for this program. Thus CTE Program Improvement Grants shall not exceed $10,000 in financial request from FATE. Requests that exceed the $10,000 limit and include matching dollars from other organization/s will be considered (within the $10,000 FATE contribution cap). Preference will be given to program improvements that maximize financial reach of the CTE Program Improvement Program.

# PRIORITIES

FATE seeks innovative projects that challenge students to excel personally and academically, particularly those that are designed to “close the achievement gap.” FATE recognizes that many strategies may be employed to accomplish this goal, including those that address family involvement, staff development, student learning, and school-to-business/community partnerships. Most favorable consideration will be given to those projects that have specific performance or outcome measures and can be replicated.

**APPLICATION FORMAT and REQUIREMENTS**

Applications must be typed on the forms provided on the FATE website. No more than 6 pages will be accepted, including the proposed budget.

Please send your request to chad.maclin@fcps.edu

Principals must sign applications for school projects. Department heads must sign applications for department projects. In addition to submitting your application, the grant applicant must be willing to provide a PowerPoint or similar presentation, upon request, to FATE with the understanding that the applicant is willing to allow FATE to use this presentation for publicity purposes at public events at its discretion. Winning applicants may also be asked to appear at different events or to talk about their program and its success as a way of promoting the CTE Program Improvement Grants program.

## SELECTION CRITERIA

* The educational need is clearly defined, including the impact on the school/community.
* The grant request is to fund projects that typically cannot or will not be funded through the school division or local school budgets.
* The strategy is fully described and a brief action plan is included.
* There is a clear link between the proposed strategy and how it impacts the educational need.
* A plan for measuring the anticipated outcomes is included.
* Budget is cost efficient and clearly supports the project tasks.
* Elements of school improvement are incorporated.
* Plan can be replicated, if successful.
* Application is free of educational jargon so that non-educators can easily understand.
* Although FATE would like to fund all that are submitted, there is a limited amount of funds available.

**ADDITIONAL INFORMATION**

* Grant funds are released directly to a school or department, not to an individual(s). If the applicant(s) leaves the school or department after the grant has been awarded, the grant remains with the school or department.
* All applications will also be reviewed at the same time, by the CTE Coordinator, prior to being evaluated by FATE.

 **Foundation for Applied Technical Education, Inc. (FATE) CTE Program Improvement Grant**

 **Applications must be**

**submitted to FATE by September 1st**

**in order to be considered for this school year’s funding cycle.**

**APPLICATIONS MAY BE SENT TO:**

**Fairfax County Public Schools
Foundation for Applied Technical Education, Inc.**

**CTE Program Improvement Grant**

**3877 Fairfax Ridge Road, Cubicle 3148**

**Fairfax, Virginia 22030**

or e-mail your application to **chad.maclin@fcps.edu**.

Thank you for your interest in submitting a grant request to FATE. We are very excited to review your application.

Sincerely,

FATE Board of Directors.

**FATE – CTE PROGRAM IMPROVEMENT GRANT APPLICATION**

#### A. Summary Information

**Project Title:**

**Contact Person/Title:**

**School/Department:**

**Address, City, Zip:**

**Telephone Number:**

**E-Mail Address:**

**Program Location(s):**

**Grade Level(s) Served:**

**Content Area(s):** *Please check the area of academics that applies.*

|  |  |
| --- | --- |
| * Business and Information Technology
 |  |
| * Family and Consumer Sciences
 |  |
| * Health and Medical Sciences
 |  |
| * Marketing
 |  |
| * Military Science (JROTC)
 |  |
| * Technology and Engineering Education
 |  |
| * Trade and Industrial Education
 |  |

**Estimated Number of Participants:**

Total Amount Requested: $ \_\_\_\_\_\_\_\_\_\_\_ ÷ by number of participants = $ \_\_\_\_\_\_\_\_\_\_ per student.

**Project Summary**

Briefly summarize your project (This summary will be included in publications if the project is selected):

**Will grant funds be used to:**

□ **Start new project** □ **Maintain existing project** □ **Expand existing project**

(If grant funds are requested to expand or maintain an existing program, please attach the most recent program evaluation. If an evaluation has not been performed, please include a statement explaining why not.)

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**We, the undersigned, authorize the submission of this grant application to FATE and confirm that the information contained herein is accurate.**

Applicant #1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Applicant #2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Applicant #3: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

##### Applicant #4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal/Department Head: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Principal’s/Department Head’s signature certifies that this project***

 ***is approved and will be supported in its implementation.***

### B. Need Statement

Identify the need or issue that the project will address. Explain the impact of the need on the school/community. Identify the target/recipient of project services. Use statistical data to support the need for the project.

#### C. Project Description

Identify what is to be accomplished or what changes will occur. (Start your sentence with “The purpose of the project is to provide…”. Then briefly describe the project).

Make certain there is a clear link between what is being proposed and how it will address the need that was described in section B.

## D. Project Impact

List the anticipated outcomes. What will change as a result of the project? Outcomes are defined as the changes/benefits in skill, knowledge, behavior, attitude, condition, status or awareness that participants experience as a result of project activities.

#### E. Project Timeline

Use the table below to describe the activities/events required to meet your desired outcomes, including target dates.

## Activity/Event Target Completion Date

### F. Project Evaluation

How will this project be evaluated? Explain what will be measured, who will do it, and what methods or instruments will be used. Describe how the results will be used to improve the project. A clear connection should be maintained with the need that was identified in section B and the outcomes anticipated in section D.

 *Note: FATE requires a brief summary of the final project and budget report at the end of the grant period. In addition, a final interview may be required for selected projects.*

## G. Project Funding and Sustainability

Identify how FATE dollars will be used. Indicate the impact of partial funding on the delivery of the program. Indicate how successful projects will continue without further FATE funding. Attach a detailed budget listing the materials, equipment and/or resources needed to carry out the project. Please be specific in regards to sustaining this project into the future with no additional funding from FATE after the first year, or a transition plan to of how the program can become self sustaining.