**The Nadaburg Education Foundation**

Ben Goodman Education Grant Program

*The vision of the NEF is to enrich the education and activities of students,*

*teachers and staff and to foster public engagement and support for the*

*Nadaburg Unified School District.*

**All grant requests for Part I (returning teachers) are due by August 9, 2024.** The Nadaburg Education Foundation Grant Program is for the staff members of the Nadaburg Unified School District. This competitive process provides funding for personnel to design and implement exciting learning events designed to enhance and enrich the classroom experience. All proposals must be project or process-based. If you submit a grant and are successful, you agree to mentor a Part II awardee through the grant process.

They should:   
  
a) contain higher-order thinking skills,   
b) be aligned with the district’s curriculum map,   
c) be appropriate for the grade level being considered and   
d) not be fundable by the district.   
  
Grants for transportation costs for field trips will not be allowed. As a matter of note: if you have received a grant from a different organization and need funds to finish or add to that grant, you could do so with this grant. The **deadline for all grant applications is Friday, August 9, 2024.**

Three grants of up to $750.00 each are available for this school year for all District schools. Proposals cannot be used for salaries or tuition, and **only one application from an individual or group will be awarded per school year. Duplicate applications will be disqualified.** Supplies and materials purchased from Innovative Project funds will stay with the school if the grant recipient leaves that school. Winners must score 80% or higher on the rubric.

## Project Application and Approval Process

* Signed applications are due to your principal **no later than 4:00 PM on August 9, 2024.**
* Funds should be available by August 23, 2024, and must be spent before the end of the 2024/2025 school year.
* The application has four parts:

1. Cover Sheet signed
2. Proposal (2 page maximum)
3. Budget Justification w receipts emailed 30 days from the award date
4. Final Report at the end of the project

* **The application must be typed using a legible font no smaller than 12 point**.

* Cover sheets should be attached, and the proposal cannot exceed **two** pages in length.

* The Budget Justification sheet should clarify all proposed expenditures

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* Submit the application to your principal for endorsement/approval.
* The principal will sign the application and email the final PDF to [htaylor@nadaburgsd.org](mailto:htaylor@nadaburgsd.org)   
  (Late applications will not be accepted)

All teachers, preK-8th grade, and classified staff are encouraged to apply. An impartial panel of judges made up of Nadaburg Education Foundation members, teachers, retired teachers or MCESA staff will read the applications and rate them according to the following criteria.

If you think you would like to apply but need help starting or if you have any questions, email Holli Taylor at [htaylor@nadaburgsd.org](mailto:htaylor@nadaburgsd.org) or Erika Chapman at [echapman@nadaburgsd.org](mailto:echapman@nadaburgsd.org)

Criteria for Judging Proposals

Each of these items will be scored from 0-2 points in half-point increments. Proposals will be ranked ordered and considered for the Innovative Projects.

#### Project Overview: (This is your opportunity to explain clearly what it is you want to do.)

* project or process-based
* Focused on higher-order thinking skills
* States/explains the activity goal
* Relevant for student learning
* The steps are clearly described

Project Objectives: (This is your opportunity to explain the learning outcomes for the students and how these will be measured.)

* Relate directly to student’s achievement
* Can be accomplished with resources provided by grant funds
* Are measurable in terms of student learning.

Project Evaluation: (This is your opportunity to explain how you will know if your objectives were met.)

* Presents a plan for evaluating the accomplishment of objectives. The evaluation must be measurable. Of the total number of participating students, what percent will be successful? How do you measure successful participation?
* Specifies who will complete the evaluation
* Clearly states criteria for success

###### Budget—Must include tax & shipping costs

A maximum of 2 points will be awarded for the following criteria.

* Specifies detailed budget expenditures to support student activities and the budget contains no unexplained amounts (i.e. Miscellaneous).
* Number of students served is given.

**The Last Step**

**Receipts**

If your proposal is selected, you must turn in your receipts of purchase 30 days after you have received the award.

**Final Report**

If your proposal is selected, you must turn in a final report at the completion of your grant program, giving a brief report about the grant by the end of the school year to the grant leader.