



## 2020 Duncanville ISD Teacher Grant Application Information

This handout details the requirements and questions on the grant. Please read this entire document before starting the application process so you are familiar with what you must do to qualify. This handout also includes blank copies of the Budget Form and Principal Approval Form which you can also download online inside the application.

If you choose to submit more than one grant, you must finish and submit the first grant. Then log into the site again and you will be able to start a second grant.

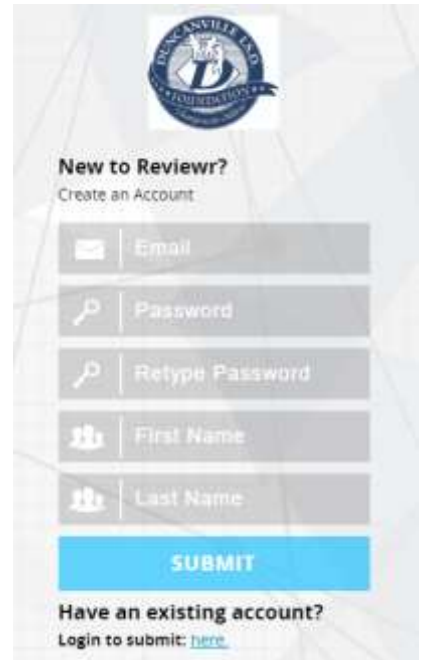
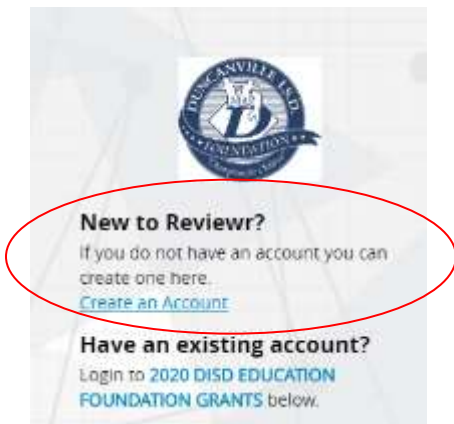
### Required items:

1. Application Information – Page 2
2. Profile information – page 2 & 3
2. Grant Questions – pages 4 & 5
3. Video – page 6
4. Budget Form(s) – page 6
5. Principal Approval Form – page 6
6. Supporting Documents **(optional)** – page 6
7. Your Commitment Section – page 6 & 7
8. Final grant question – page 7

Website address for application: [https://app.reviewr.com/s1/site/DISD\\_Ed\\_Foundation\\_Grant\\_20](https://app.reviewr.com/s1/site/DISD_Ed_Foundation_Grant_20)

[https://app.reviewr.com/s1/site/DISD\\_Ed\\_Foundation\\_Grant\\_20](https://app.reviewr.com/s1/site/DISD_Ed_Foundation_Grant_20)

First, you will need to create an account to be used throughout the process.



**IMPORTANT:** Once you create your account, you will be able to log-in at your convenience to work on your application. You have the option on each page to “Save and Advance” or “Save & Logout.”

**You will not be able to submit your application until all required items are complete.**

## Application Information:

### APPLICATION INFORMATION

[SAVE & LOGOUT](#)

The Duncanville ISD Education Foundation Grants were established to reward creative and/or innovative techniques that improve instruction and learning in Duncanville ISD. Individuals or teams of individuals employed by Duncanville ISD who are involved in the instruction of students are eligible to apply. Additionally, funded grants should begin during the 2020-2021 school year.

Grant recipients must implement the grant project within one year of receipt of the grant and must submit a final report to the Duncanville ISD Education Foundation during the semester in which the grant project has been fully implemented and/or completed, as applicable, but no later than 12 months following receipt of the grant.

**For each grant application submitted, the Grant Committee will make one of the following recommendations:**

- To fund the project;
- To partially fund the project;
- To decline funding the project.

All grant applicants who are not awarded a grant will be notified.

**2020 Grant Timeline**

- Applications Open: February 7, 2020
- Staff Development Day: February 7
- Applications Close: April 15
- Awards Date: May 18-May 28
- Grant Winners Speak at Foundation Board Meeting: June 2

[SAVE AND ADVANCE](#)

## Profile Information:

If your proposal is for a team of teachers, designate one person as the lead, and that person will do the initial log in for the whole team (filling out this profile information):

### PROFILE INFORMATION

\* PROJECT TITLE

**LEAD TEACHER**

\* FIRST NAME

\* LAST NAME

\* APPLICANT'S DISTRICT EMAIL ADDRESS

\* NUMBER OF YEARS TEACHING IN DUNCANVILLE

\* CAMPUS

\* CELL PHONE  
 US/CANADA     OUTSIDE US

EXT   
US: 402-555-1212

\* GRADE LEVEL OF STUDENTS UTILIZING THE PROJECT

\* SUBJECT AREAS OF STUDENTS UTILIZING THE PROJECT

## Profile Information (continued):

\* NUMBER OF STUDENTS IMPACTED BY THE GRANT

\* OTHER TEACHERS (IF APPLICABLE) AND DISTRICT EMAIL ADDRESSES AND ROLE IN THE PROPOSAL

Please Select

**Invite your fellow team members to edit this application (Optional)**

1. Select Add Team Member
2. Fill out the basic information
3. Select the invite button

Once you hit invite your team member will receive an email to link them to this account.

INVITE YOUR TEAM MEMBERS TO ACCESS THIS APPLICATION: **ADD TEAM MEMBER**

First Name	Last Name	Email Address
No Data		

**<< BACK** **SAVE AND ADVANCE**

If your proposal is for a team of teachers, this is where you will enter the information about the rest of the team members and their email addresses and roles. Click on the option to invite the teacher. He/she will receive an email from Reviewr to create their account and join the grant editing process with you.

If you are the only person submitting the grant, choose 0.

\* OTHER TEACHERS (IF APPLICABLE) AND DISTRICT EMAIL ADDRESSES AND ROLE IN THE PROPOSAL

1

Please Select

0

1

2

3

4

5

6

7

First Name

Last Name

Email Address

POSAL?

## Grant Questions & Scoring Values

Please note: you may enter up to 3500 characters in each blank. Punctuation and spaces are included in the character count.

**QUESTIONS** **SAVE & LOGOUT**

**Overall Presentation - Applications should be professional, be grammatically correct, and thoroughly explain all facets of your proposal.**

\* **COMMUNITY RESOURCES / PARTNERS - IF APPLICABLE, IDENTIFY ANY GROUPS, ORGANIZATIONS, OR OTHER THIRD PARTIES THAT ARE FUNDING/SUPPORTING ANY ASPECT OF YOUR PROJECT AND DESCRIBE THE SUPPORT/FUNDING. (NOT SCORED)**  
3500 characters left

\* **STATEMENT OF NEED / RATIONALE - DESCRIBE THE TARGETED STUDENT POPULATION AND NEED FOR YOUR PROJECT USING FACTS AND EVIDENCE. DESCRIBE WHY THE PROJECT IS IMPORTANT AND HOW IT RELATES TO YOUR CAMPUS IMPROVEMENT PLAN. IDENTIFY THE NUMBER OF STUDENTS INVOLVED IN YOUR PROJECT. (1-5 POINTS)**  
3500 characters left

\* **PROJECT GOALS / OBJECTIVES - STATE THE PLANNED OUTCOME OF YOUR PROJECT AND YOUR OBJECTIVES. (1-15 POINTS)**  
3500 characters left

\* **INSTRUCTIONAL METHODS / STRATEGIES - DESCRIBE AND OUTLINE THE INSTRUCTIONAL METHODS TO BE USED IN YOUR PROJECT. (1-15 POINTS)**  
3500 characters left

## Grant Questions & Scoring Values (continued)

\* STUDENT ACTIVITIES - DESCRIBE AND/OR LIST STUDENT ACTIVITIES. (1-5 POINTS)

3500 characters left

\* EVALUATION - DESCRIBE YOUR METHOD OF OBJECTIVELY MEASURING YOUR RESULTS. (1-5 POINTS)

3500 characters left

\* TIMELINE / SUSTAINABILITY - STATE THE PROPOSED TIMELINE OF YOUR PROJECT AND IF PROJECT OR USE OF MATERIALS WILL BE ONGOING. IF THE PRODUCTS YOU ARE REQUESTING ARE CONSUMABLES AND WILL BE USED RATHER QUICKLY, HOW TO YOU PLAN TO FUND THE CONSUMABLES IN THE FUTURE? (1-5 POINTS)

3500 characters left

\* INNOVATION - DESCRIBE HOW YOUR PROPOSED PROJECT IS INNOVATIVE, DEMONSTRATES A NEW IDEA, REPRESENTS A CREATIVE TEACHING APPROACH, OR WILL BE AN EFFECTIVE METHOD OF DELIVERING INSTRUCTION TO A DIVERSE GROUP OF STUDENTS WHICH WILL RESULT IN INCREASED STUDENT ACHIEVEMENT. (1-15 POINTS)

3500 characters left

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SAVE AND ADVANCE

## Attachments:

Please be sure to read all of the instructions in this section.

### ATTACHMENTS

[SAVE & LOGOUT](#)

#### VIDEO

Submit an informal video of yourself explaining the purpose and intent of your grant proposal. We do not expect professional product videos. Use your cell phone to record. The video may not be longer than 2 minutes.

\* HOW WOULD YOU LIKE TO SUBMIT YOUR UPLOAD?

UPLOAD  URL

#### BUDGET FORM

One vendor per Budget Form. All Vendors must be Duncanville ISD approved. Reach out to the vendor you would like to use and ask for a quote. Often they offer special pricing or free shipping. Let them know that the order will not be placed until late summer or fall 2020.

[Click Here to Download Budget Form](#)

\* TOTAL AMOUNT REQUESTED

\* UPLOAD BUDGET FORMS BELOW (MULTIPLE UPLOAD OPTIONAL)

[UPLOAD ATTACHMENT](#)

Name	DESCRIPTION
No Data	

#### PRINCIPAL APPROVAL FORM

[Click Here to access your Principal Approval Form](#)

This form is required in order for you to apply

\* PLEASE UPLOAD YOUR PRINCIPAL REQUEST FORM BELOW

No file chosen

#### UPLOAD SUPPORTING DOCUMENTS HERE

(OPTIONAL)

[UPLOAD ATTACHMENT](#)

Name	DESCRIPTION
No Data	

## Your Commitment:

Here are the items you are committing to when you submit a grant. They are reproduced here so that you know about them before you start the application.

As an applicant to the 2020 Duncanville ISD Education Foundation Grant process, I (we) agree to the following:

1. If I am awarded this grant, I understand that I am invited to attend the Foundation Board meeting on June 2, 2020, and make a short presentation about my project to the Directors. (More information will follow about the specifics of this meeting.)
2. I agree to use the grant award exactly as set forth in the grant application.
3. I agree to be available to speak with a member of the Foundation regularly throughout the life of my grant implementation.
4. After implementation, I agree to present results of my grant in the following ways:
  - I agree to complete the evaluation form (which will be emailed to you) during the semester in which the grant project has been fully implemented and/or completed, as applicable, but no later than 12 months following receipt of the grant, and I will return it to the Foundation office.
  - I agree to provide the Foundation with photos of the students(s) in the environment where the funded project takes place. These should be submitted with your final report (see above).
  - I agree to prepare a brief final report/presentation, including a summary to be presented at a meeting of the Board of Directors of the Duncanville ISD Education Foundation.
  - I agree to share my report and successes publicly, including at staff development sessions, Foundation board meetings, Duncanville ISD School Board meetings, and the like.


**\* YOUR COMMITMENT**

As an applicant to the 2020 Duncanville ISD Education Foundation Grant process, I (we) agree to the following:

1. If I am awarded this grant, I understand that I am invited to attend the Foundation Board meeting on June 2, 2020, and make a short presentation about my project to the Directors. (More information will follow about the specifics of this meeting.)
2. I agree to use the grant award exactly as set forth in the grant application.
3. I agree to be available to speak with a member of the Foundation regularly throughout the life of my grant implementation.
4. After implementation, I agree to present results of my grant in the following ways:

I AGREE

YOUR NAME:

  
  
DATE:  
  

**\* ON OCCASION, THE FOUNDATION IS UNABLE TO FUND AN APPLICATION IN FULL. IF THIS SITUATION ARISES, WOULD YOU BE OPEN TO DISCUSSING PARTIAL FUNDING TO ALLOW YOU TO IMPLEMENT A PORTION OF YOUR PROJECT?**

YES  NO

[<< BACK](#) [SUBMIT](#)

**Additional Question:**

Please note the last question of the application: On occasion, the Foundation is unable to fund an application in full. If this situation arises, would you be open to discussing partial funding to allow you to implement a portion of your project? Yes or No

**Final Step:** Once you have completed all of the required elements of the application, you are ready to **Submit**.

**Important:** once the grant is submitted, you will not be able to make any changes to it. If you are applying for another grant, you must submit the first grant before you can begin the second one.

# Duncanville ISD Education Foundation

## Budget Form Grant Application 2020



- One Vendor per Budget Form. Print additional pages as needed. Vendors must be DISD approved.
- Reach out to the Vendor you would like to use and ask for a quote. Often they offer special pricing or free shipping. Let them know that the order will not be placed until late summer or fall 2020.
- Place the Grand Total of all Budget pages in the "Amount Requested" for your grant.

<b>Vendor Information</b>	
<b>Name:</b>	
<b>Address:</b>	
<b>City, State, Zip Code:</b>	
<b>Phone Number:</b>	
<b>Fax:</b>	
<b>Email:</b>	
<b>Website:</b>	

Item Number	Item Name	Qty	Price per Item	Total
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
			<b>Shipping Cost:</b>	
			<b>Total this Vendor:</b>	



**Duncanville ISD Education Foundation  
Principal Approval for Grant Application 2020**



<b>Grant Requestor Name:</b>	
<b>Grant Title:</b>	
<b>Amount Requested:</b>	
<b>Grade Level(s):</b>	
<b>Subject(s):</b>	
<b>Campus:</b>	
<b>Principal Name:</b>	
<b>Principal Signature:</b>	
<b>Additional Campus (if applicable):</b>	
<b>Principal Name:</b>	
<b>Principal Signature:</b>	

Please fill out the information and have your campus principal sign his/her approval. Scan this completed document and upload into your online grant in the appropriate location.