

**CORDELL PUBLIC SCHOOL ACADEMIC FOUNDATION**  
**Cordell, Oklahoma 73632**

**GRANTS TO TEACHERS PROGRAM**

The Academic Foundation is a broadly based, non-profit community organization whose purpose is to secure and distribute contributions from individuals, corporations, and foundations for the benefit of the students in the Cordell, Oklahoma Public Schools.

The grant funds are to be used to reward a teacher's suggestions, which emphasize thought and expand existing curriculum. Requests may cover a wide range of ideas including materials and supplies for a unit, equipment, stipends for visiting instructors (specialist/artists), field trips, and academic fairs such as science fairs and supplemental materials for the instructional programs.

Applications must be approved and signed by the building principal.

The criteria for selection of grants are based on the following statement. **TEACHERS WILL BE REWARDED FOR REQUESTING FUNDS FOR PROJECTS THAT EMPHASIZE NEW APPROACHES TO TEACHING AND DEVELOP INNOVATIVE PROGRAMS WHICH STIMULATE THOUGHT AND EXPAND THE EXISTING CURRICULUM.**

Projects that benefit the students and cannot be funded by the school system will be considered for grant funding. **Grant amounts up to \$1,000 may be awarded.** All non-funded projects are referred to the school district in the hope that it may choose to implement the ideas.

The committee will review each application using the following criteria:

- a. Is the statement of the proposed project clear?
- b. Are the objectives clearly stated? Are they realistic and worthwhile?
- c. Are the procedures to be followed clearly described? Are the methods, needed materials, resource personnel, a tentative schedule and completion date specified?
- d. Are the plans for evaluating the project suited to the nature of the project?
- e. Is the budget request reasonable and sufficiently detailed, including costs for **shipping and handling**?
- f. Does the project have promise of benefiting students in the school in which it is being conducted or the Cordell Public School System as a whole?
- g. Does the program provide an idea for the curriculum, which enriches and augments but does not take the place of funding by the district?

Based on their reviews, the Committee will take one of three actions: 1. Approve an application for funding. 2. Return the application with suggestions for resubmitting, or 3. Disapprove the application.

Unused funds will be returned to the Foundation to be reinvested. The awarded applicant is responsible for acquiring the supplies and invoices must be billed to the Cordell Academic Foundation.

The evaluation process should include the teacher's written evaluation, a visit to the school and teachers to see the project in action by a designee of the Foundation committee, slides of the project to be used by the Foundation, and should include student input.

The implementation of the Grants-to-Teachers Program is made possible by funds donated to the Cordell Public School Academic Foundation from the citizens of our community.

**APPLICATIONS ARE DUE IN THE SUPT.'S OFFICE BY JUNE 5<sup>th</sup>**

Grants will be awarded in July.... you will be notified by phone in July.

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Thank you for your interest in the Cordell Public School Academic Foundation's Grants to Teachers Program. To insure anonymity during the selection process, please put your name and your school's name on this cover sheet only.

Budget request (include shipping) \$ \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ School Phone \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Position: \_\_\_\_\_ Building \_\_\_\_\_

Project Title \_\_\_\_\_

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\_\_\_\_\_  
Building Principal

\_\_\_\_\_  
Applicant

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1. One paragraph summary description including the major need the project addresses:
2. Describe your project including your objectives, materials you will need and methods you will use.
3. Give a time schedule of implementation.
4. Approximately how many pupils will be affected by this project, both directly and indirectly?

5. How will you determine whether your objectives have been achieved and whether your project is successful?

6. DETAIL your budget request. Include specific information such as kinds of materials and equipment needed, sources of supply and cost. Categories to be used could be items such as: materials, equipment, transportation, honorariums, food, shipping and handling, etc.

Example:

<u>Item</u>	<u>Supplier</u>	<u>Price Each</u>	<u>Budget Amount</u>	
6 Learning to Read Books	Thompson Learning	10.00	60.00	
			Shipping <u>9.80</u>	
			Total	69.80