



**2023-2024
SILSBEE EDUCATION
FOUNDATION
GRANTS FOR GREAT IDEAS
PROGRAM**

*A PROGRAM DESIGNED TO ENCOURAGE, FACILITATE,
RECOGNIZE AND REWARD INNOVATIVE AND
CREATIVE INSTRUCTIONAL APPROACHES FOR THE
ACCOMPLISHMENT OF EDUCATIONAL EXCELLENCE.*

MAKING TEACHERS' DREAMS COME TRUE!

Silsbee Education Foundation
TERMS FOR GREAT IDEAS GRANTS

PURPOSE:

The Grants for Great Ideas Program is designed to encourage, facilitate, recognize, and reward innovative and creative instructional approaches for the accomplishment of educational excellence in Silsbee Independent School District. *Our goal is to enable teachers' dreams for their students come true!*

PERSONS ELIGIBLE TO APPLY FOR GRANTS:

Individuals or teams employed by the Silsbee ISD who are involved in the instruction of students or related support services that directly benefits students.

ELIGIBLE PROPOSALS:

Instructional approaches or projects designed to begin during the 2023-2024 school year that meet the selection criteria detailed on page two are eligible. Grants may fund materials or activities that support higher levels of student academic achievement that are aligned with campus and district goals or improvement plans.

AWARD OF FUNDS:

Grants will be awarded to an individual teacher, campus teams, departments, or grade-level initiated programs or projects. The budget for this grant cycle is approximately \$10,000 in total awards:

- Small grants – \$1,000
- Large grants – \$3,000

The Foundation's goal will be to maximize the impact of the grant funds distributed. Grant proposals that exceed the Foundation's current resources will be eligible for resubmission.

If you have an idea for a grant to greatly exceed our current capabilities please bring it to the attention of the Foundation as we can use those to help solicit and develop large donors interested in funding such projects.

Any and all ideas can be used as examples to encourage support of the Foundation's ongoing efforts to develop sustainable sources of funding.

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KEY DATES:

- March 20, 2023: The Foundation will launch the 2023-2024 grant cycle at each campus during the “Breakfast for Champions”
- April 28, 2023: Applications are due no later than 4:30 p.m. on that Friday, by e-mail to Missy Sundgren missy.sundgren@silsbeeisd.org.
- Please use the pdf or word form downloadable from the Foundation website www.silsbeeedfoundation.com/grants/
- May 26, 2023: Foundation will notify applicants of grants status on or before final staff workday for 2022-2023 School Year

Questions about the application process may be directed to:

- Jeffrey Burnthorn, SEF district liaison (jeffrey.burnthorn@silsbeeisd.org)
- Rachel Donalson, Foundation President (rachel@donalsoninsurance.com)
- Jim de Garavilla, Programs VP (jrdg@gt.rr.com)

SELECTION CRITERIA:

- The degree to which the proposal represents a creative or innovative approach to the accomplishment of educational objectives. (It should address a new project as opposed to one accomplished or under way.)
- The degree to which the proposal is clear and logical, including:
 - Purpose and objectives are specific and feasible;
 - Details of instructional activities/procedures are fully outlined;
 - Evaluation is aligned to the stated objectives and is measurable; (sound evaluation procedures are incorporated in the proposal); and
 - Summary is clearly stated in 100 words or less.
- Need and rationale for the project is identifiable and relates to curriculum objectives.
- The degree to which student academic performance is emphasized, and the project/program improves student learning.
- The degree to which the proposal addresses priority campus or district goals.
- The degree to which the Foundation’s grant budget supports the project.

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- In developing a budget, grant applicants are encouraged to include price quotes from district approved vendors from which the applicants plan to purchase materials.

HELPFUL SUGGESTIONS:

- Projects should have a direct involvement and impact on students.
- Grants may be used to compensate experts or resource speakers who work with students, but should not be used to pay employees of Silsbee ISD.
- Funds may be used to purchase equipment when it is a necessary component of a well-planned program/project integrated with other curriculum materials and activities.
 - Equipment that requires technology support must be aligned with and compatible with district technology standards.
- Generally, transportation costs and consumables (such as but not limited to food, t-shirts, batteries, etc.) are NOT funded.
- Proposals that incorporate matching funds or community resources would be considered more favorably. For example:
 - Students or PTAs might raise matching funds
 - Community organizations could donate needed equipment, services or free admissions to events.
 - Outside contributions generally indicate a commitment to the project and they enhance the effectiveness of the awarded grant.
- All submissions should be written clearly without acronyms and educational jargon.
 - Any demonstratives should be photographed and included as an exhibit to the grant submission.
 - Electronic submissions are preferred.

SELECTION PROCESS:

- Applications should be reviewed and signed off (initialed) by the respective Campus Principal, Curriculum Director, and as necessary the Director of Technology if technology items are to be purchased. ***(Technology items must be compatible with district standards and supportable by the Technology Department).***

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- Signed applications are due to the Silsbee Education Foundation, no later than 4:30 p.m. on Friday, April 28th, 2023.
 - Applications can be submitted via hand delivery to the SISD Administration Building or emailed (preferable) to Missy Sundgreen at missy.sundgren@silsbeisd.org.
 - All applications will be numbered with identifying information removed or redacted before being forwarded to the Foundation's Grant Selection Committee
- Applications will be reviewed and scored by the ad-hoc Grant Review Committee comprised of the following membership and chaired by the Programs VP:
 - a) Up to five (5) members of the Foundation's board, and
 - b) Up to three (3) outside reviewers with an educational background.
- For each grant application submitted, the committee shall make one of the following recommendations to the board:
 - a) Approved;
 - b) Approved with conditions and/or modifications;
 - c) Not approved with suggestions for resubmission; or
 - d) Not approved.

Grants not approved during this cycle, for whatever reason, can be resubmitted in a subsequent grant cycle.

A summary of suggestions or comments will be provided to "denied-applicants" as appropriate.

- The results of the grant Review Committee will be presented to the Silsbee Education Foundation's Board of Directors for review and actions for grant approval.
- All applicants will be notified of the status of their applications once the board has taken action
- For approved projects, Foundation Funds will be dispersed to the district for financial management and oversight.

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RESPONSIBILITIES OF GRANTS FOR GREAT IDEAS RECIPIENTS:

- If your idea is approved recipient must complete, sign, and return the Terms of Grant form.
- The grant recipient must use the awards for the purposes intended.
- The recipient will be expected to provide to the Foundation with interim updates and progress of the project throughout the projects lifespan.
- The recipient is expected to participate in relevant activities conducted by the Foundation or SISD:
 - Provide information to parents throughout the duration of the grant project;
 - Share successful procedures during staff development sessions;
 - Permit photos to be taken and visits scheduled to observe the grant project at work.
- Be willing to personally write thank you letters to Foundation contributors as well have students write thank you notes to these individuals.
- Complete a project evaluation form, furnished by the Silsbee ISD Education Foundation, by the last Friday in January of the following year. *(Failure to provide a project evaluation will make a grant recipient(s) ineligible for future grants until the evaluation is completed).*

By example, a project evaluation form is due no later than the last Friday of January 2024 for grants awarded during the “Spring 2023” grant submission cycle.
- Funds must be encumbered (i.e., spent, PO’s submitted, etc.) by May 3rd, 2024 or as directed by the district’s Finance Director in order to meet cut off for current year budget cycle.
- Grant recipients understand that all surplus grant materials and equipment become the property of the Silsbee ISD at completion of the project/program. Any unspent funds revert back to the Foundation.

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GRANT TRANSFERS:

If an individual grant recipient leaves the campus or SISD, the grant and any purchased equipment remains with the campus until the completion of the project. Upon completion of the project, residual equipment and materials purchased shall remain in the District at the receiving campus or as designated by the District liaison to the Foundation.