2017-2018
INNOVATIVE EDUCATION GRANT ANNOUNCEMENT

INNOVATION \in-uh-vey-shuh n
1: the introduction of something new 2: a new idea, methods, or device: novelty

MISSION: To award grants to educators who utilize ***innovative methods*** to excite and inspire students to achieve their educational potential.

The Fremont Education Foundation (FEF) is pleased to announce its 24th annual Innovative Education Grant Program!

- **Funding of grants will be based on the <u>innovative characteristics</u> and quality of the project as described in the application.**
- **A maximum of ¾ of grants awarded may be from the technology category. We are highly encouraging grant applications in the Physical Ed, Art and other categories.**
- **A limited number of grants will be awarded to teachers of the Fremont Unified School District.**
- **Grants written for remedial programs during non-instructional time (for example, before and/or after school) are also accepted.**

I. WHO MAY APPLY

- Any temporary teacher with a minimum of three years employment in FUSD, probationary teacher, or permanent Fremont Unified School District teacher or team including teachers may apply.
- Each applicant is limited to inclusion in only one grant.
- Teacher grants may be transferred to another school within FUSD if the grantee is the one who moves sites within FUSD. If the grantee changes grade levels within FUSD and can no longer use the materials, the materials must be returned to FEF for redistribution. Materials cannot be transferred to another teacher without FEF Board approval.
- Previous winners may not apply or be on an applicant team for **one year** following grant award.

II. WHAT WILL BE FUNDED

- Projects that are innovative, quality programs that can be replicated by other educators.
- Grants will be funded up to a maximum of $3,000. If the total amount of the proposed grant exceeds $3000.00, FEF will provide funds only if the amount over $3000.00 has already been secured through site funds or donations, with administrators approval.
- Technology equipment that is on the FUSD technology resources/tech standards may receive tech support. Once you sign in on the FUSD website, you will find standards here: https://www.fremont.k12.ca.us/tps

III. WHAT WILL NOT BE FUNDED

- At this time, the Foundation is unable to fund salaries, conferences, staff developments, field trips and/or consultants.

IV. HOW TO SUBMIT

- **Email** your application as an attachment to :
  fahria.r.khan@gmail.com
- **OR mail application to:**
  Fremont Education Foundation-Attention: Allocations/Grant Committee
  39120 Argonaut Way, #381, Fremont, CA 94538-1304

- **Applications must be received or POSTMARKED BY Friday, April 14, 2017**

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V. HOW TO APPLY

Complete the GRANT application which consists of four (4) pages.

DO:

a) Download the application from the Fremont Education Foundation website at www.fremont-education.org. **It is in a fillable PDF form**. Save it to your computer, enter info, save, and send as an email attachment to fahria.r.khan@gmail.com (Samples of previously selected grants will be posted on the FEF website.)
b) Type or word process the application form on one side only using font size 12.
c) Check at least one "project target area" in the "grant proposal" of the application. Check all that apply to your proposal.
d) Spell check and grammar check your application form.
e) Double check your budget calculations for accuracy.
f) Technology equipment that is on the FUSD technology resources/tech standards may receive tech support. Sign in on the FUSD website, you will find standards here: https://www.fremont.k12.ca.us/tps
g) Have a second person proofread your application prior to submission.
h) Mail in your application to the Fremont Education Foundation address **or** email to fahria.r.khan@gmail.com on or before **Friday, April 14, 2017**.

DO NOT:

a) Do not attach additional pages.
b) **Do not write the applicant's name** on the "Proposal" section of the grant application form (i.e., pages 2 and 3). *
c) **Do not write the name of the school** on the "Proposal" section of the grant application form (i.e., pages 2 and 3).*
d) Do not hand write additional on printed out application in margins or on back of page.
e) Do not request funding for salaries, conferences, field trips and/or consultants.

* This information is written only on the "I.D. Sheet" of the grant application (i.e., page 1).

VI. WHO DECIDES?

- Grant applications will be evaluated by a committee consisting of:
  - FEF board members
  - Parents of students
  - Community members
  - Administrators
  - Teachers

- Please note the diverse audience who will be reviewing your grant proposal. Not all readers will be familiar with acronyms and/or educational jargon.
  - Please define all acronyms by writing the full name the first time it appears in your application followed by the acronym in parenthesis. Once so defined, you may use the acronym in the remainder of your application.
  - Define educational terms you use in your grant application and reference the state standard(s) addressed in your grant.

- Committee members will evaluate grant applications based on specific scoring criteria (see Section VII below).

VII. SCORING CRITERIA: INNOVATIVE CHARACTERISTICS AND QUALITY OF THE PROJECT

(Attached are the grant scoring information and the grant score sheet used in the evaluation.)

a. Is the project in a target area, as listed on the application?
b. Is the project innovative?
c. Does the project clearly state a need based on student achievement?
d. Can the proposed grant project be replicated?
e. Is the result measurable?
f. How many students will be served by the project?

VIII. ACCOUNTABILITY

a. The grant awarded can only be used by the recipient(s) identified on the "I.D. Sheet" (page one) of the grant application.
b. If a teacher moves sites within FUSD, the grant materials may be transferred to another school to follow the grantee. If grantees change a grade level within FUSD and can no longer use materials, they must be returned to FEF for redistribution. FEF board approval is required prior to transferring materials to another teacher.
c. Grant recipients will be expected to assist with the reading of grant applications for the next year.
d. Grant recipient will coordinate an initial thank you to FEF for the grant that includes student involvement by the end of the school year grant supplies/equipment will be implemented. Pictures are highly recommended, not mandatory.

   Send to fahria.r.khan@gmail.com or mail to FEF via U.S. mail no later than **Feb. 1, 2018.**

   *If materials have not yet been used, the thank you may include plan on how supplies/equipment will make a difference to their learning experience. We feel it is important for student participation with the thank you and recognition of the grant process as they are also recipients. Your thank you is also helpful information on how the grant has or will impact teacher and students learning environment.

IX. WHO DO I CONTACT IF I HAVE QUESTIONS?

Please email/call either:

Kathy Kimberlin FEF President District Office (510) 659-2556 kkimberlin@fremont.k12.ca.us	Fahria Khan IEG Grant Coordinator (408) 203-5392 fahria.r.khan@gmail.com

X. GRANT APPLICATION TIMELINE

Grant Application Available Online	Monday, March 13, 2017
Grant Application Deadline	**Friday, April 14, 2017**
Grant Reading and Evaluation	Early May
Award Announcement	Mid May

Thank you for your application and best wishes in securing your grant from
The Fremont Education Foundation!
www.fremont-education.org

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