

## Great Opportunities Grant Program

The Great Opportunities Grant Program was developed to enrich education in the Kalispell Public School System and support innovative ideas and programs designed by classroom teachers.

Specific goals include:

- Supporting and encouraging teachers to infuse new elements of creativity into their classroom;
- Helping teachers extend student learning with innovation.
- Encouraging teachers to strengthen ties between the classroom, other teachers, parents, students, business leaders, and the larger community.
- Providing funds for projects to enhance student learning that would otherwise not be possible within the District budget or with any other funding source.

### **Who is Eligible?**

All full or part-time teachers employed by the Kalispell School District are eligible to apply for Great Opportunity Grants. Support personnel, students, parents, administrators, business leaders, and community members are encouraged to partner with teachers, although they may not submit a grant as the primary applicant. Applicants may apply as *individuals* or as part of a *group*. Educators within specific grades as well as across grade levels, subjects, and schools are encouraged to collaborate. There is no limit to the number of applications that may be submitted by individuals or groups. If a grant recipient transfers within the district during the grant period, the funding may travel with the teacher. If a grant recipient leaves the district, the funding will be left with the school and classroom or revert back to the Foundation (the decision will be based on the ability of the school or teacher to continue the project). Grant applications must be approved by the school principal.

### **What Are the Grant Amounts?**

Individual and group grant recipients may receive up to \$2000. Previous recipients may reapply from year-to-year, but new applicants will receive priority in committee judging. Occasionally, due to unclear requests in an application or needed budget adjustments, grant recipients may receive only partial funding and will be asked to revise their budget.

*PLEASE NOTE: Grant recipients will not be reimbursed for any costs of the project above the grant award or for those expenses or items not included in the proposed budget.*

**What Is the Grant Period?**

Grant recipients have until June 26<sup>th</sup> of this school year to complete their project and use the grant funds. Funds not used by that time will revert to the Foundation and be redistributed through the application process. A special exception may be made for projects being implemented in September or October. Applicants should make note of special conditions in the written portion of their applications. The Board will establish an agreed upon timeline.

**How Many Grants Will Be Awarded?**

Up to \$20,000 will be awarded to teachers in the Kalispell School District each year. The number of awards will vary depending on the total funds requested, the quality of the applications, and the funding available.

**How Are Grant Applications Reviewed?**

Grants applications will be reviewed anonymously by a committee of volunteers determined by the Board of Directors of the Kalispell Education Foundation. The committee may include: Foundation Board members, Honorary Foundation Board members, Foundation donors, community members, and educators within the Kalispell School District. The review process will follow a standard protocol determined by the Foundation. No quotas will be set by school, grade, or subject matter. Each application will be evaluated individually and on its own merits, subject to the grant application format and grant review criteria below.

**On What Criteria Will Grants Be Awarded?**

Priority will be given to projects that:

- Are new projects, not current or past programs for which funding is no longer available.
- Promote effective and innovative teaching, and challenge teachers to improve student performance. Technology requests should have a specific outlined use plan.
- Show evidence of teacher growth and development as a professional educator.
- Show collaboration with other teachers, parents, business, and/or community individuals or groups.
- Are student centered.

**What Needs to Be Included in the Applications?**

- All pages of the application must be complete (Cover, Summary, Signature, Budget), including signatures of the applicant, group members, and one school administrator.
- The Project Narrative described in the following section.

## **What should be included in the Project Narrative?**

### **Section 1: Justification (20 points)**

- A. Project Need (10 points):
  - Describe the significant academic need and the target population.
  - Why is the need special or unique?
- B. Purpose of Project (10 points):
  - What is the purpose and anticipated impact of your proposed project, and how will it improve student achievement?
  - How do the goals link with district or state standards and to the goals and objectives of your school?

### **Section 2: Relevance to Great Ideas Grants Program Goals (35 points)**

- A. Creativity and innovation (10 points)
  - How is this project different from the usual classroom approach?
  - Identify the new creative elements you will be using.
- B. Extension of student learning (10 points)
  - How will this project extend student learning beyond the classroom?
- C. Collaboration (10 points)
  - What other, if any, collaborative partners are involved and what are their roles?
  - Why did you select these partners? What strengths do they bring to the project?
- D. Availability of other funding (5 points)
  - What other possible sources of funding have you investigated, including regular school funding?
  - Why is funding from the District or your school not available for this project?

### **Section 3: Project Description (15 points)**

- A. Design (10 points):
  - Describe the activities that will ensure your project is successfully accomplished.
  - Include a calendar of major activities, a description of each major activity, and timelines for accomplishing them.
  - How will the project be integrated into the curriculum?
  - How will you use the materials and supplies included in your budget?

B. Budget (5 points):

- Complete budget form provided. To assure the lowest prices on educational items and technology, please check the Central Supply catalog and use the tech specialists at your school.
- If applicable, list any in-kind donations or contributions to the project.

**Section 4: Evaluation, Dissemination and Future Plans (30 points)**

A. Evaluation (10 points)

- Indicate how the success of the project will be measured, including strategies and tools you will use.
- How will you assess student progress?
- How will you determine the benchmarks for achieving each objective?

B. Dissemination (10 points)

- How will you share the information from your project with your colleagues or the community?

C. Future Plans (10 points)

- What are your plans for continuation and/or expansion of this project?

**Bonus:** First time applicants (individual or group) for KEF Great Ideas Grant Program funding earn 5 bonus points. With bonus points, applicants may achieve a possible total score of 105 points. Also, the KEF is working with community businesses to help fund classroom projects. If teachers have contacts, or help the KEF approach businesses with proposals, this will increase the available funding and the number of projects funded.

**Technology:** applications with a technology component should consult with one of the following individuals to clear their project on site before submitting their application:

Mike Block-GHS

Cy Glastetter- FHS

Ben Kolar- KMS, Peterson and Linderman

Casey Love- Russell, Elrod, Hedges and VOAG

Rob Leonard-GHS, Edgerton

Richard Lawrence, Central Office

## KEF Great Ideas Grant Program Cover Page

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Contact Name \_\_\_\_\_ Subject/Grade \_\_\_\_\_ Cell Phone \_\_\_\_\_

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Home Address, City, Zip \_\_\_\_\_

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School \_\_\_\_\_ E-Mail \_\_\_\_\_ Work Phone \_\_\_\_\_

### I UNDERSTAND and AGREE TO THE FOLLOWING:

- This project does not displace, replace, or supplant programs funded through the District.
- Grant funds must be used within one year from date of award. Any amount not used during that time will be returned to the Foundation.
- The Foundation will not reimburse any costs of the project above the grant award or pay for those costs or items not included in the proposed budget.
- The applicant will submit a written evaluation, project findings, and budget summary within one month of completion of the project and agrees to present findings to the Board if requested.
- The Foundation has the right to use this project, if funded, for public information purposes or to help other educators.

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Signature \_\_\_\_\_ Date \_\_\_\_\_ Principal \_\_\_\_\_ Date \_\_\_\_\_

**Please have your Principal write a brief endorsement of the project below:**

(Check) School funds cannot be used for this project.

**For office use only:** Project # \_\_\_\_\_ Funds Allocated \$ \_\_\_\_\_ Date: \_\_\_\_\_

**Please verify that you have submitted the complete application including:**

- Cover Page
- Summary Page
- Signature Page
- Budget
- Narrative (following the guidelines in the "Outline for Review Process")

**Submit to:** KEF PO Box 9136 Kalispell, MT 59901

**Applications are due by September 30.** \_\_\_\_\_

## SUMMARY PAGE

\_\_\_\_\_ \$ \_\_\_\_\_  
Project Title (This name will be used in publicity, so be creative!) Funds Requested

# Students to be served: \_\_\_\_\_ Grade Level(s): \_\_\_\_\_ # Schools to be served: \_\_\_\_\_

Type Grant:  Individual (funded up to \$2,000)  
 Group (funded up to \$2,000; ALL applicants must sign signature page.)

Subject(s) impacted by this project:

English/LA       Math       Social Studies       Science  
 Foreign Language       Speech/Drama       Library       PE/Health  
 Special Education       Business       Reading       Arts  
 Career/Technical       Vo/Ag       Counseling & Guidance  
 Other: \_\_\_\_\_

Please provide a summary of the program in **50 or fewer words**. We will be using your summary for publicity, so include the purpose, proposed impact, and how your project meets our creativity and collaboration goals.

*For example: "The Game of Politics—American Government" engages students in an authentic and comprehensive process-of-government experience. Instead of merely reading about government, students assume key roles in an actual political environment—as legislators, chief executive, advisors, and even media. Through active learning, student achievement is greatly enhanced.*

## SIGNATURE PAGE

*Complete this form if submitting a GROUP application.*

**Project Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please include signatures of ALL applicants involved in planning and implementing this project.  
Add additional lines if needed.

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

\_\_\_\_\_  
Print Name/School Signature

## Project Budget Form

Include budget for the entire project.  
List additional funding sources and gifts-in-kind in spaces provided.  
Make additional copies of this form if necessary.

	Item	Vendor	Qty	Unit Cost	Shipping	Total
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
<b>Total cost for project:</b>						

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Additional Funding Sources	Amount
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Gifts-in-kind/Donor	Value
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All grant funds must be spent by April 30



# Final Report

Please complete and submit this form by **June 26**.  
KEF encourages the inclusion of photos or samples of projects created with your grant funds.

Mail to:

Kalispell Education Foundation  
PO Box 9136 Kalispell, MT 59901

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Amount budgeted: \$ \_\_\_\_\_

Weaknesses of your project (1-2 pages max;  
How project will be continued after initial

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Print Name & School

Signature