

2013-14 School Year

GRANT WRITING

WORKSHOP

The

Ascension Fund

Promoting Academic Excellence



History

- Founded in 1991 by the Gonzales Rotary Club
- Initial Endowment Pledges reached \$800,000
- Endowment Currently stands at \$1.2M
- Endowment Interest + Annual Fundraising generates approximately \$50,000+/- for grants each School Year
- Last year, we funded 40 of 72 Grant Applications totaling \$54,000

Mission

The Ascension Fund,
an instrument for private sector leaders
*to reward and inspire
excellence in education,*
invests directly in the work of individual
teachers and schools through grants for
innovative ideas and programs
in Ascension Parish public schools.

Grant Programs

- ◎ \$500 Teacher Grants
- ◎ \$1,000 Teacher Grants
 - Teachers can only apply for one teacher grant each year
- ◎ \$2,500 School Impact Grants
 - Teachers may apply for a Teacher Grant and also collaborate on a School Impact Grant

Grant Timelines

- April 17, 2014 – Application Deadline
- July 2014 – Verification of Eligibility
- August 2014 – Award Notification
- December 31, 2015 – Purchases must be complete
- January 31, 2015 – Expenditures & Invoices Due
- April 1, 2015 – Project Completion
- May 31, 2015 – Evaluations & News Articles Due

Please keep timelines in mind when you are writing your grant application.
Can you meet the deadlines, as specified?

Reporting Requirements

- Grant Agreement Form
- Grant Revision Form (Optional)
- Grant Expenditures Form with Invoices
- Grant Extension Form (Optional)
- News Article
- Thank you note to Grant Sponsor
- Grant Evaluation Form

Grant Rules & Regulations

- Teacher Grants – 1 submission per year
- Teacher Grants are transferrable within the APSB
- School Impact Grants stay with the school with a designated administrator, multiple authors required
- Grants are not renewable
- Failure to meet deadlines and reporting requirements can result in loss of future funding
- Practice good stewardship, grant funds are only to be used as written in your approved grant. Any and all changes must be timely and submitted in writing for approval

Preferred Grant Projects

Projects that are
innovative and creative
and can be directly linked to
student learning
with
measurable results

Grant Application Parts

- Proposal Summary (20 Points)
- Needs Assessment (20 Points)
- District's Strategic Initiatives (10 Points)
- Project Design (30 Points)
- Method of Evaluation (10 Points)
- Budget (10 Points)

Project Summary (20 Points)

- Number and description of students served
- Goal / Purpose / Objective of Project
- Description of academic benefit to students
- Describe what makes this project innovative or distinctive from traditional or current teaching methods

AF Tip: Write this section last!

Needs Assessment (20 Points)

- Does this project meet a specific need or problem? How?

or

- Does this project create a new learning opportunity? How?

and

- How did you determine this?

District's Strategic Initiatives

(10 Points)

- Does the project address literacy initiatives for the struggling reader ?
How?

or

- Does the project create highly rigorous and relevant learning opportunities for students? How?

Project Design (30 Points)

- Describe, in detail, the project activities
- Who will participate in the activities?
- When and where will the activities take place?
- What budgeted items will be used?
How?
- How does this project address your specified Needs Assessment and Strategic Initiative?

Method of Evaluation (10 Points)

- ⦿ How will you determine your project's success?
- ⦿ How will you show that you met the need, problem or learning opportunity identified in your Needs Assessment?
- ⦿ Is this method clearly identified and measurable? How?

Budget (10Points)

- Are the items listed included in your Project Design?
- Are the Projected Costs accurate and concise?
- Do your budgeted items meet the criteria of the grant you are applying for?
- Does your budget include items you already have access to at your school?
- Does your budget include prohibited expenses? (Professional Leave or Substitute Pay)

How to Apply

- ① www.ascensionfund.com
- ② Click on “Grants”
- ③ Click on “Apply for a Grant”
- ④ Register for an account
- ⑤ Log In
- ⑥ Save your grant applications and return to it at your convenience
- ⑦ Use the same account annually to save your previous grant applications

Judging Process

- Applications are scored by a set rubric
- Each Application is scored by 3 Judges
- Maximum possible score from each judge is 100
- Applications are ranked based on their average score from all 3 judges
- Grants are awarded according to rank based on the grant funds that are available.

AF Grant Writing Tips

- Write your Project Summary Last
- Address each topic *and* in order
- Have several people review your application
- Applications are scored by business people, not teachers
- Grant Applications are NOT compared to each other
- Each Application is scored/judged on its' own content