



**FMU Center of Excellence
Announces
*P-12 Professional Development Outreach Project Grants***

July 15, 2019

Dear Partner District Educators:

The Francis Marion University *Center of Excellence to Prepare Teachers of Children of Poverty* is pleased to announce that grant funds are available and will be awarded for **P-12 Professional Development Projects** that address issues related to the education of children of poverty.

Successful Center of Excellence Professional Development Project grants will be awarded on a competitive basis to P-12 public school educators in **Center Partner Districts**. Projects will be funded at amounts up to \$5,000 for the 2019-2020 academic year, ending May 1, 2020. **The 2019 deadline** for submitting completed project applications to the P-12 Professional Outreach Project Committee is **August 15, 2019. Recipients will be notified by September 3, 2019.** The Guidelines and Call for Proposals are attached and available on the Center website at <http://fmucenterofexcellence.org>

Please contact me if you have any questions and/or if I can be of any help.

Sincerely,

Jane Brandis

Jane Brandis
Center *P-12 Professional Outreach Project Grants* Chair
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P-12 Professional Development Outreach Project Guidelines 2019-2020



The **Francis Marion University Center of Excellence to Prepare Teachers of Children of Poverty** will solicit grant proposals for 2019-2020 Professional Development Outreach Projects that address issues related to the education of children of poverty. Awards will be recommended primarily on the basis of merit rather than on the amount requested, perceived size of the project, or number of Principal Investigators (PIs) or Co-Principal Investigators (Co-PIs).

Overall Guidelines

- Awards will be made to Center Partner District Educators for projects that **focus on the development or expansion of best practices or specific strategies for teaching children of poverty.**
- Projects will be funded for up to \$5,000 per Outreach Project.

The submission deadline for 2019-2020 awards is August 15, 2019.

Award decisions will be made by September 3, 2019 via email.

Proposal Guidelines and Restrictions

- Center P-12 Professional Development Outreach Projects are open to Public School Educators (P-12) in Center Partner Districts. Proposals may be submitted by an individual or group within the partner district.
- All Principal Investigators (PIs) and Co-Principal Investigators (Co-PIs) must play a significant role in the proposed project.
- Preference will be given to projects that potentially benefit the most children of poverty.
- Requests for funding reimbursement will be submitted by the 5th of each month, and PIs must submit a Project Completion Report to the *Center P-12 Professional Outreach Project* Committee at the completion of the project.
- Outreach Project recipients **must present** project findings through a Poster Presentation and/or a 15-minute panel presentation at the June 2020 Summer Institute.
- All project fund reimbursements must be requested by May 1, 2020,

Application Format/Guidelines/Directions

Use the provided template to submit your application. Include all required information and leave no items blank. It is suggested that the length is limited to approximately five pages of text (template headings, tables and figures are not included in the page count). Some grant definitions are being provided to help clarify the expectations for each section, but please submit any questions concerning the requirements to Jane Brandis (jbrandis@fmarion.edu).

1. Center of Excellence Outreach Project Application Cover Sheet

Directions: Proposals must include all required signatures.

2. Previous Experience of Principal Investigator (PI) and Co-Principal Investigator(Co-PI)

Principal Investigator (PI) – The primary individual responsible for all activities as authorized by the funded proposal; completes timely and accurate expenditures of funds as authorized by the Outreach Project guidelines and the approved project budget; prepares and submits all required progress and evaluation reports through proper channels; and supervises project personnel.

Co-Principal Investigator (Co-PI) –Are key personnel who have responsibilities similar to that of a PI. While the PI has ultimate responsibility for the project, the Co-PI is also obligated to ensure the project is conducted in compliance with applicable Outreach Project grant protocols and policies.

Directions: Describe the PI's and any Co-PIs' previous experiences working with children of poverty or teachers of children of poverty.

3. Project Summary

Project Summary: The portion of the narrative in which you very briefly describe who (target population), what (project overview), where (location), when (timeframe), why (importance of/need) and how (methods/strategies).

Directions: Provide 1-2 paragraphs that tell what the project is about and how it relates to the teaching and/or learning of children of poverty.

4. Need Statement/Data/Supporting Research

Need statement: This helps the reader learn more about the issues and allows you to explain, using both qualitative and quantitative data, why the project should be funded. Remember to outline the problem the project will address, and be sure to give data to verify the problem areas, present facts and evidence that support the need for the project and establish, citing current research, how the project can address the problem.

Directions: Provide a rationale for the project, include population data, and cite current research that supports the need for the project. Include sufficient background information to explain the project clearly to non-experts and be sure to specifically address the population of children of poverty that will be served by the project. For this section, you can insert data as tables or graphs and the literature cited (APA format) must directly or indirectly support the significance of the proposed project.

5. Project Goal(s) and Objective(s) and Expected Outcome(s)

Goal: A general statement of what the project intends to accomplish or contribute toward accomplishing. A goal reflects the long-term desired impact of the project on individuals, the school as a whole, or other specified target groups. The goal(s) can be academic, behavioral or environmental. Please note that the significance of each project goal must be clear and supported by information that is understandable to the non-expert.

Objective: A specified statement describing what is expected to be accomplished by the project (with matching outcomes to measure them). Objectives are measurable and clearly state what will be changed, what the change will be, when this will be accomplished, and by how much. Objectives should be attainable, measurable, and limited to a specific time period.

Outcomes: Expected results/benefits/changes for target population during or after participation in project activities which can be used to measure its success. Outcomes are what participants know, think, or can do; how they behave, or what their conditions are that is different following Outreach Project implementation.

Example: Academic Goal: Improve student reading skills
Outcome: Students will increase their MAP scores in reading by 10 points.

Directions: Use the provided table to identify project goal(s), clearly aligned objective(s), and expected outcome(s) that directly relate to the teaching and/or learning of children of poverty. Provide a detailed explanation of the importance of each goal and duplicate the table for multiple goals, as needed.

6. Methods and Evaluation Plan

Methods: A detailed description of the activities leading to achieving the project objectives that includes how, when (project timeline), and why the methods will work.

Evaluation Plan: A description of how project success will be determined. The description should include the instrument(s), method(s) and type(s) of measures that will be used to evaluate success.

Directions: Use the provided table (one per goal) to identify the methods/activities planned to help you accomplish each objective. Show the schedule of every activity you must undertake to establish, implement and evaluate each objective, and be sure to provide specific dates as much as and whenever possible. Specify the assessment(s) that will be used to measure the success of each objective. Duplicate the chart for multiple goals, and **only complete the Outcomes section at the completion of the project (on or before May 1, 2020).**

7. Budget Summary and Justification Form

Budget: The financial plan for your grant, itemized to show breakdown of expenses.

Budget Summary: A brief description and support for items in the proposal budget. Typically includes lists of materials & supplies, a description of travel with cost details, and an explanation of any other direct costs.

Budget Justification (Budget Explanation): Detailed statements that clarify and explain the budget and the specific expenses listed. They explain how dollar amounts were determined and place the expenses in context to the proposed project's implementation.

In-Kind Contribution: The monetary value of donated services, venues or products. An applicant, another organization, business, or individual may provide in-kind contributions.

Directions: Provide a budget summary, complete the budget request and justification chart. Be sure to describe the specific purpose of requested funds for items listed in the budget and to allow for sales tax and shipping.

Please send any questions concerning the requirements to Jane Brandis (jbrandis@fmarion.edu).