



# 2020-21 Teaching Grants

*Northwest ISD Education Foundation*




Northwest ISD Education Foundation



# Purpose

*The goal of teaching grants is to empower NISD educators to take a more creative approach to education to positively impact students.*

*The program is designed to encourage, facilitate and reward excellent instructional approaches by providing funds for programs and activities not funded by tax dollars.*

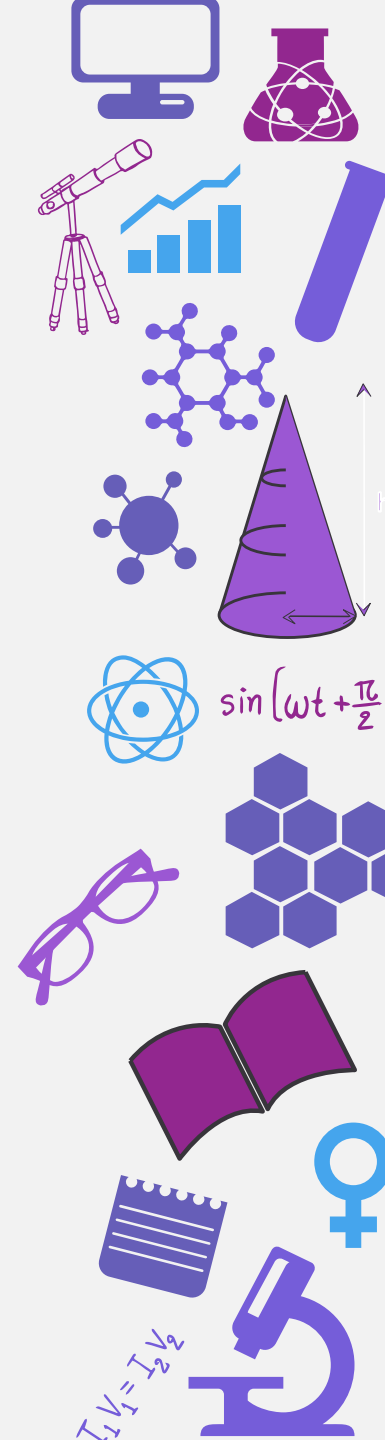
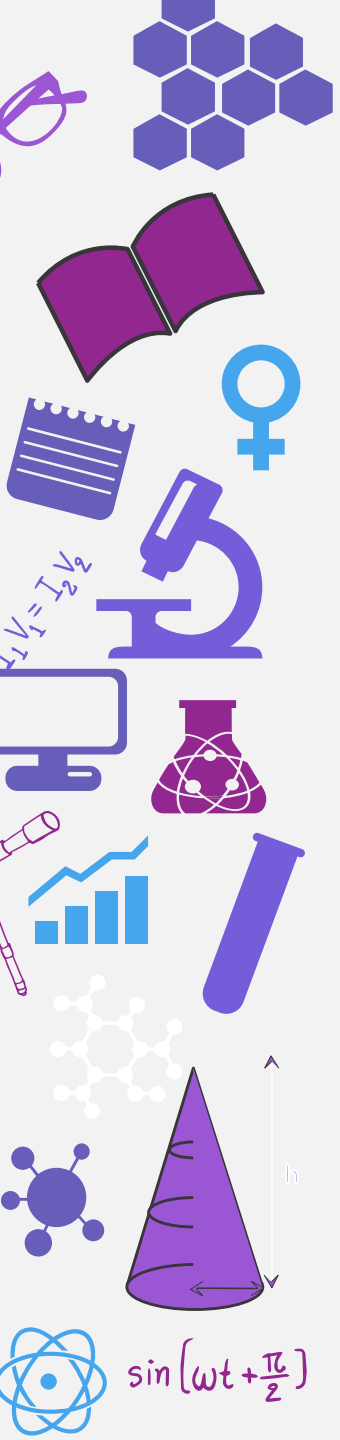


# 2020-21 Timeline

- June 15: Grant Applications Open
- July 30: Grant Workshop at ENGAGE
- Aug.: Grant Presentations at Campuses
  - Campus principals can sign up for preferred date and time. Questions? Call NEF at 817-215-0084.
- Sept. 20: Deadline to Submit Grant Application
- Sept. 27: Principal Approval Deadline
- Oct. 7: NISD Admin Approval Deadline
- October: NEF Selection Committee Meets
- Before winter break... **GRANT BRIGADE!**

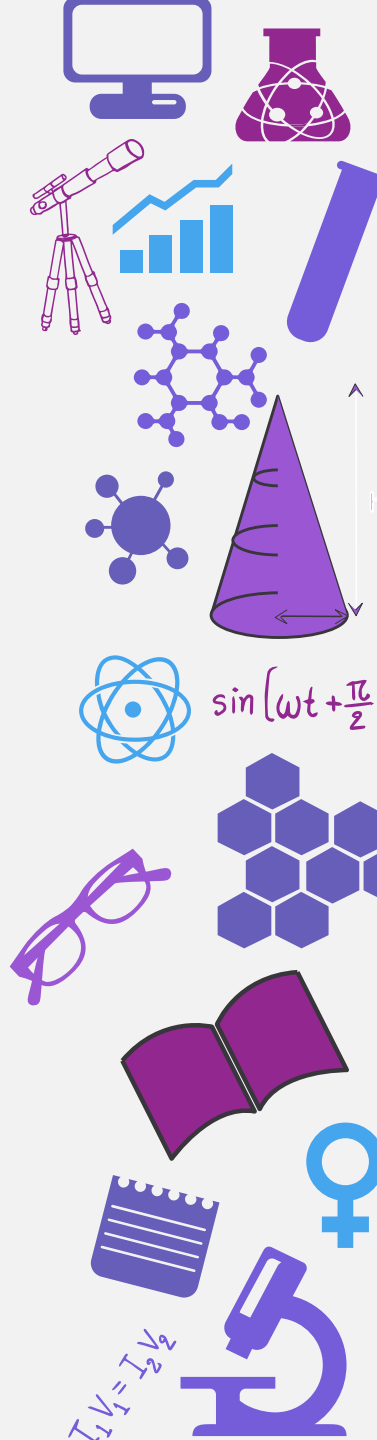


# 2020-21 Teaching Grant Guidelines



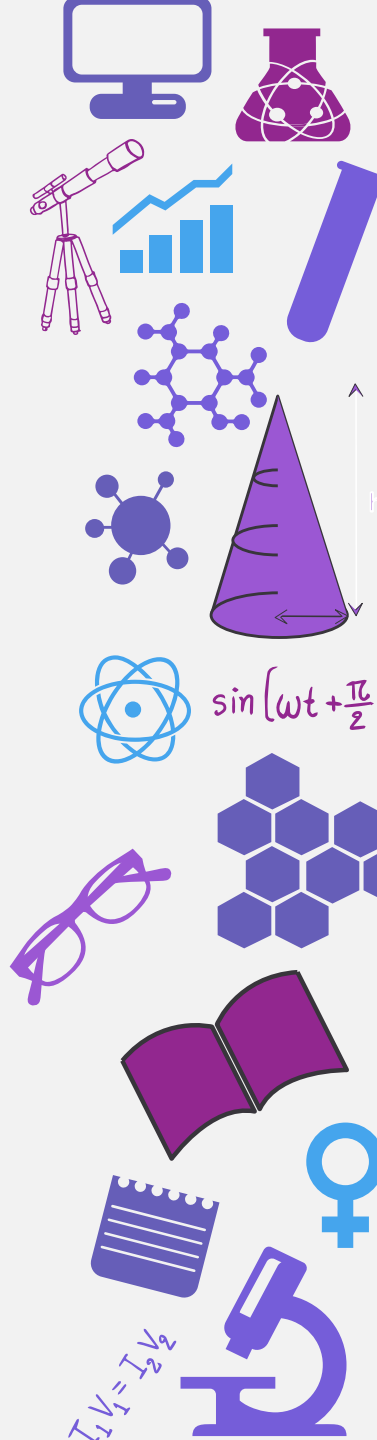
# Applicant Eligibility

- Limited to NISD professional personnel working directly with students
- Not eligible:
  - Volunteer-based and non-academic extracurricular activities
  - Continuing education or professional development for employees
- May apply individually OR as a grade-level, department or campus team
- Each team grant must have a Project Chairman, who:
  - Assumes overall administrative responsibility for project
  - Receives all related correspondence
- Grant recipients are required to submit evaluations and feedback as specified by NEF to be considered for future grants



# Project Eligibility

- Cannot replace normal funding from tax-based sources
- Grants must identify and address specific needs, challenges and concerns
- Identified areas should:
  - Enhance education and/or improve student learning
  - Support the school's mission and campus or district improvement plan
  - Align with district curriculum and TEKS objectives
- Grants will not cover:
  - Incentives or salaries
  - Travel
  - Rewards
  - Honorariums
  - Consumables



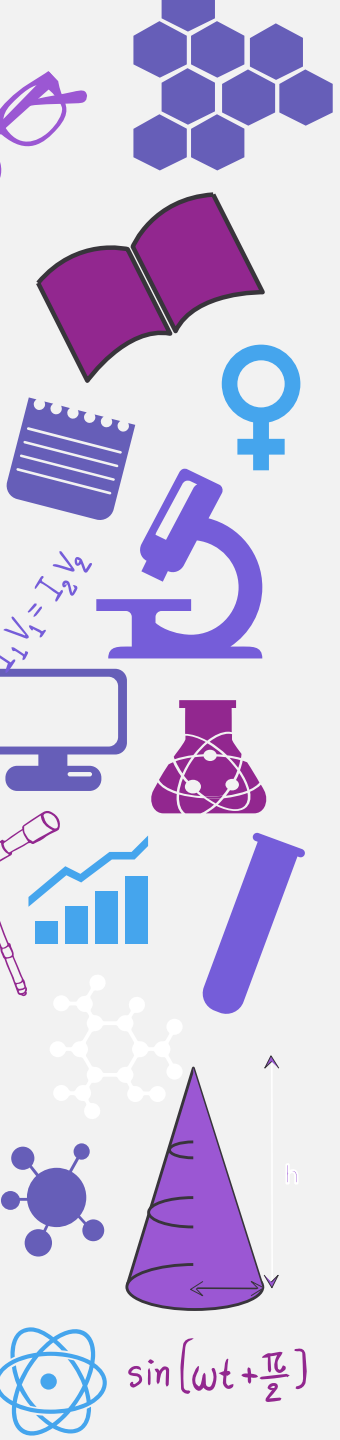
# Grant Funding

## Award Range

- Up to \$2,000 for individual grants
- Up to \$5,000 for a grade-level, department or campus grant
- Campuses are not limited to the number of grants awarded
- Number and amount of awards will depend on funds available from the Northwest ISD Education Foundation

## Date for Awarding Funds

- Funds are available no later than two weeks after the grants have been awarded
- Recipient will receive instructions on the day of the annual Grant Brigade
- Recipient must adhere to all Northwest ISD Education Foundation guidelines & Northwest ISD policies



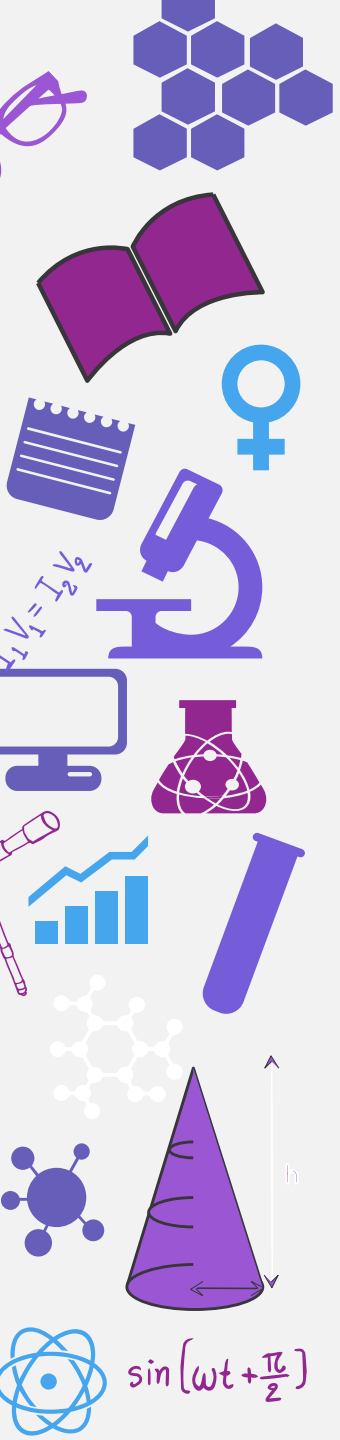
# Implementation

## When should awarded grants be implemented?

- As soon as funds are awarded
- Implementation may continue through the following school year
- **However**, ALL project and grant purchases must be completed by the end of the **current** school year

## What is the length of funding for the project?

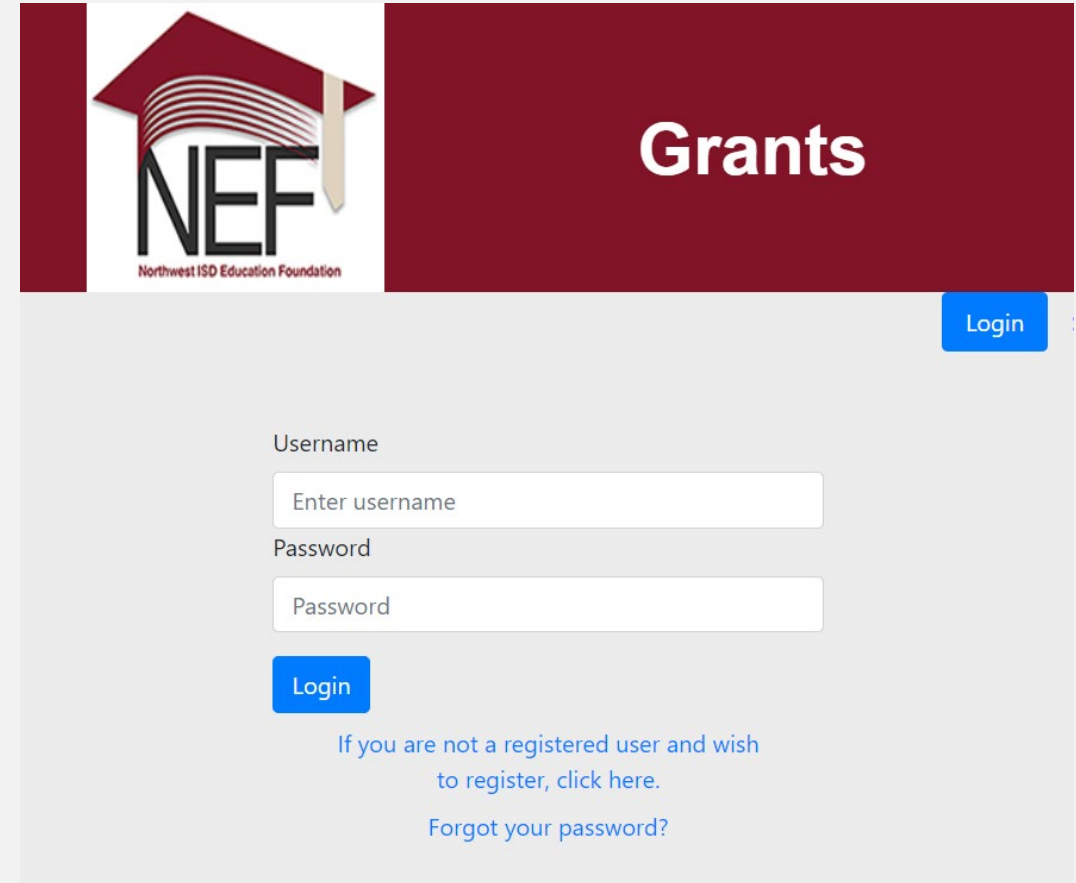
- Funded for the current school year only
- Any unexpended funds revert to the Northwest ISD Education Foundation
- Funds revert back to NEF budget at the conclusion of the school year for which grants are funded





# How To Apply

- Applications are online at <https://nef.eformsolutions.com/nef/grants>
- First-time applicants need to register to create login
- **Prior to writing the grant:** Applicants are strongly encouraged to meet with their campus principal and district curriculum coordinators to ensure their grant proposal idea aligns with campus/district goals and objectives
- Use [district approved vendors only](#)
  - Amazon is **not** recommended because of frequent vendor/price changes



The screenshot shows the login interface for the NEF Grants system. At the top left is the NEF logo, which features a maroon graduation cap with the letters 'NEF' in black and 'Northwest ISD Education Foundation' in smaller text below it. To the right of the logo is a maroon header bar with the word 'Grants' in white. Below the header is a light gray login form. It contains two input fields: 'Username' with a placeholder 'Enter username' and 'Password' with a placeholder 'Password'. A blue 'Login' button is positioned below the password field. At the bottom of the form, there are two links: 'If you are not a registered user and wish to register, click here.' and 'Forgot your password?'. A small blue 'Login' button is also visible in the top right corner of the page area.

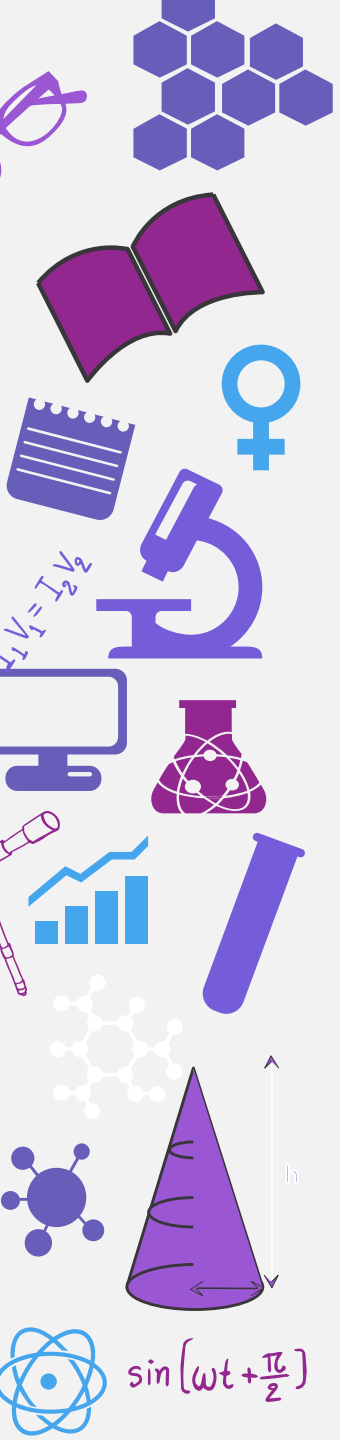
# The Application

The project is appropriate if you can answer “yes” to the following questions:

- Is it important to learning?
- Can it be done?
- Is it practical?
- Is it new for you?
- Does it align with your campus mission and/or goals?

# Statement of Purpose

- What do you want the Foundation to purchase?
- What do you hope to achieve?
- Consider what will be different or better if the project is successful
- Keep the statement simple and straightforward
- Promise only that which you can reasonably achieve
- Explain why the Foundation should fund your grant





# Statement of Rationale

**You will want to address the following:**

- Importance of purpose
- How project relates to the district's strategic educational plan
- The problem or issue addressed
- How the project supports your purpose

**Tips:**

- You may choose to cite educational research that supports your project
- Remember that most members of the Grant Selection Committee will not be educators – be clear and specific



# Objectives & Procedures

## **Objectives:**

- What do you want to achieve?
- Limit the number of objectives – be specific
- State in measurable terms

## **Instructional Procedures:**

- Be specific on the proposed activities and tasks
- In some areas, it may be best to list the steps or use bullet form
- Relate to purpose and objectives



# Evaluation & Impact

## **Evaluation:**

- Relate to stated objectives and purpose of project
- Indicate how you will know whether the project was successful
- What criteria will you use to measure?

## **Number of students impacted:**

- Be specific in how many students will benefit in the first year
- Think about how many students will benefit in future years
- Describe your target population of students

# Checklist for Completing the Application

- No individual names or campus names allowed in the body of the grant, except where requested
- No school mascot names in the title or body of the grant
- For team projects: List all NISD employees involved, their home campus and email addresses
- Verify that software or hardware requested is compatible with the District Technology Plan
- Check budget to verify accurate costs and total amount requested, and confirm that all shipping charges are included in estimate



# Checklist continued...

- Verify that all requested purchases are from [district approved vendors](#)
- Verify that project is compatible with Facilities, if applicable
- Verify that project is compatible with Technology, if applicable
- Verify that project is compatible with Special Education, if applicable
- Verify that project is compatible with Risk Management, if applicable
  - **NOTE:** If NEF does not receive approval from any designated reviewer, your grant will not be considered for funding
- Attach any pictures or information that will be beneficial for the grant reader to understand the project
- Have someone read your grant prior to submission for ideas, suggestions





# Selection Criteria

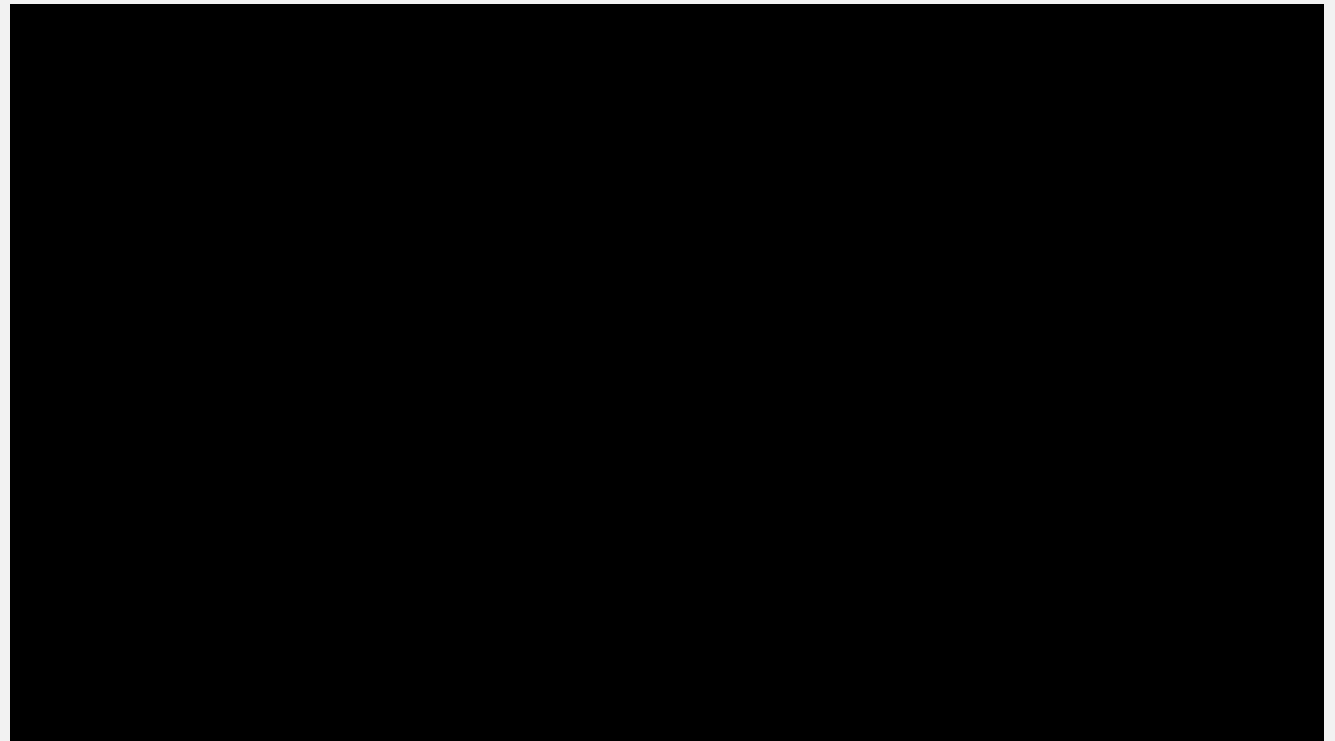
- Selection committee will review applications by the degree to which the proposal:
  - Addresses priority campus or district goals
  - Improves student learning
  - Enhances curriculum in an original or creative way
  - Impacts the greater number of students
  - Has a reasonable budget which supports the project
  - Includes relevant and measurable evaluation procedures
  - Is clear and logical, including:
    - Purpose & Objectives are specific and feasible
    - Details of Instructional Activities/Procedures are fully outlined
    - Evaluation is aligned to stated objective
    - Summary is clearly stated in 100 words or less
    - Need & Rationale are identifiable and related to curriculum objectives





# Funded Grant Example

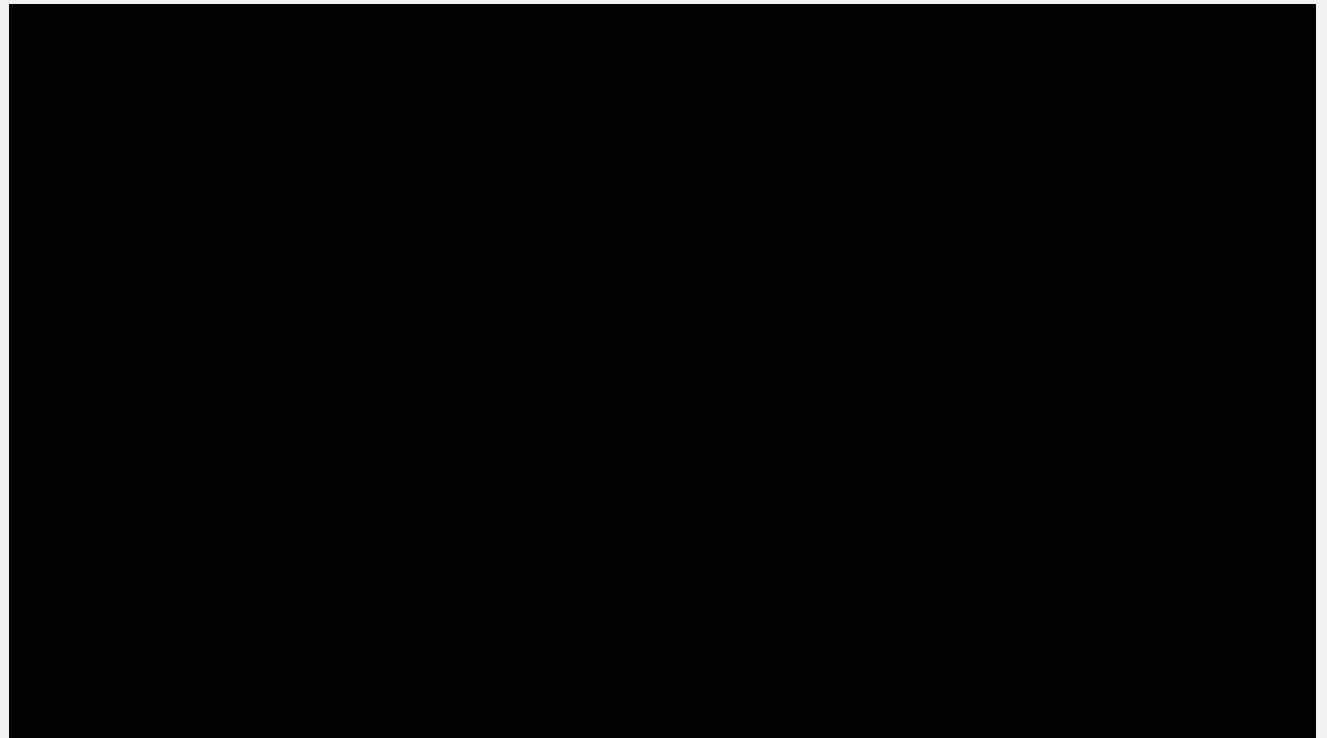
*Leader-VISION: It's a Newstory*  
*Prairie View Elementary*





# Funded Grant Example

*Sketch Pals*  
*Cox Elementary*



# You've hit "submit". What's next?



◆ Review & submit approval

◆ Review by dept. & submit approval

- Curriculum & Instruction
- If applicable:
  - Technology
  - Facilities
  - Special Education

◆ Score applications and recommend recipients



# Application Review

- **Competitively reviewed by NEF Grant Selection Committee**
  - Comprised of NEF board members, community leaders and NISD employees who are not involved in any grant applications
- Applications are blinded – no one on the committee will know an applicant's name or campus
- Grant Selection Committee will submit recommendations of the awards to the NEF Board of Directors
- Decisions of the NEF Board of Directors are final
- All grant applicants will receive a response
- For each grant submitted, the committee will make one of the following:
  - Recommendation for approval
  - Approval with conditions and/or modifications
  - Disapproval with suggestions and comments from NISD reviewers



# *This could be you!*



# Grant Recipient Responsibilities

- Submit the application online by the designated deadline
- Receive all required approvals from campus and district reviewers
- Use the awards for the purposes intended
- Provide the Foundation with implementation updates and progress of the grant project throughout the year when requested
- Agree to share successful procedures in staff development sessions
- Permit photos/videos to be taken
- Permit scheduled visits to observe the grant project(s) in action
- Write personal thank you letters to the Foundation donors and/or have students write thank you letters to donors and the Foundation board
- Complete an evaluation form furnished by the Foundation within the requested time frame
- Grant recipients agree that all grant materials and equipment funded by the Foundation become property of Northwest ISD





# Important Notes

**If an individual grant recipient transfers to another campus within Northwest ISD, the materials and equipment purchased through the grant may follow that teacher as long as said materials and equipment are age appropriate for the new assignment.**

**If an individual grant recipient leaves Northwest ISD, the grant materials and equipment must remain with the school for which the grant was written.**

**If two or more individuals from one campus collectively received a grant and NOT ALL grant recipients are transferring to the same campus, the equipment and materials purchased by the grant remain at the receiving campus.**

**In the event a disagreement occurs, the final decision will be made by the Board of Directors of the NISD Education Foundation.**







# Questions?

*Contact the NEF Office*

*817-215-0084*

*[nef@nisdtx.org](mailto:nef@nisdtx.org)*