2022/2023 IVEF Innovation Grant Application

Please download application and fill out using Adobe Acrobat, "fill and sign".
Once completed, please save file and email back to:
rpotter@indianvalleyef.org AND megd@indianvalleyef.org.
You will receive an acknowledgment within 48 hours of receipt.

The mission of the Indian Valley Education Foundation, a nonprofit organization serving the Souderton Area School District is to ensure the highest level of educational opportunity for students through a community partnership with public education.

PURPOSE OF INNOVATION GRANTS:

Innovation Grants are available to all Souderton Area School District teachers and administrators to implement an innovative project or initiative. The purpose of this grant program is to foster development of the whole child and provide educators an opportunity to exercise their passion for social emotional learning while integrating equity and belonging in their respective classrooms and schools.

WHAT TYPES OF GRANTS WILL BE CONSIDERED FOR FUNDING?

Grant proposals must enhance, and cannot replace current curriculum.

- Service-learning opportunities
- Extracurricular academically based clubs or programs *stipends for staff compensation will not be considered for funding
- Health & Wellness projects (mental, physical & emotional)
- Multi-Purpose outdoor "Green Spaces" *subject to approval by the Facilities Dept. Please note labor is the responsibility of the applicant.
- Learning based grade or building wide assemblies

*In an effort to maintain consistency for all students, the IVEF works closely with the department of Curriculum and Assessment to support equitable distribution of resources especially in the area of technology. Questions can be directed to your building principal or the Office of Curriculum and Assessment.

EVALUATION CRITERIA: To be considered for funding, a project *must* meet the following criteria:
- *INNOVATION*: The degree of creativity of a new idea and practice to enhance student learning within the existing curriculum.
- *OBJECTIVES & EVALUATION*: What will students know or be able to do as a result of this project. Describe the objectives of the project and how each objective will be measured. What are the measurable educational outcomes for students?
- *ALIGNMENT*: Describe how the project relates to and enhances the existing curriculum.
- *PROGRAM DESCRIPTION*: Provide a clear and detailed program description. If applicable, provide dates of project activities.
- *BUDGET*: Provide a budget and budget narrative that explains the use of funds. Please confirm that cannot be achieved with the existing school or district budget.

GRANT CRITERIA: Grants are to be used to fund projects that cannot be provided in the school or district budgets. Not sure? Please contact your building administrator.
- Give your project a creative and compelling title.
- All line item expenses must be tied to the overall project idea.
- Objectives and outcomes should be consistent with the goals of your school and the district.
- When creating your budget, be realistic. Small grants are just as likely to be awarded as large grants.

 Grants that will not be considered for funding include:
- salaries or stipends
- facility maintenance or renovation
- subscriptions and licenses for apps
- projects that do not support or do not align with existing curriculum
- any technology that has not been pre-approved by the office of Curriculum and Assessment

FUNDING: Grants may be submitted by one or more applicants within a school, grade level, department or educational club. Teachers are welcome and encouraged to submit a grant as a team.
- Requests of any amount up to $1,500 per classroom
- No more than one grant will be awarded per teacher application per year.
- Requests of any amount up to $5,000 per grade level or building
- No more than one grade level or building grant will be awarded per school year.

TIMELINE: Rolling Submission process
- Grant Applications Open: September 1, 2022
- 2022-2023 grant cycle will close when all the funding has been allocated, OR June 1, 2023.
- Deadline for expending funds will be indicated in the grant allocation letter.

APPLICATION CHECKLIST: *Forms* available through the IVEF website, please use templates provided!*
The following items should be included your Teacher Innovation Grant applications:
- Proposal Cover Sheet
- Budget and Budget Narrative: a brief explanation of use of funds *see purchasing guidelines and approved vendor list
- 1-3 Page Proposal Narrative (no template needed) please provide printed, as a standard Word or Google Doc.

APPLICATION SUBMISSION: Applications that are incomplete or missing any of the outlined GRANT CRITERIA or APPLICATION CHECKLIST items will not be considered for funding.

Submit the completed application via email as a PDF file to:
     RuthE Potter (rpotter@indianvalleyef.org)
     Meg Dick (megd@indianvalleyef.org)

RESPONSIBILITIES OF GRANT RECIPIENTS :
- Use the funding for the purposes intended.
- Projects must be fully implemented, and funds must be expended by the date indicated in the funding approval level.
- Purchases should be sourced from the list of approved vendors. (See Budget Template for details)
- All grants must be approved by the building Principal prior to submission to the IVEF.
- All grants that include a request for technology must be reviewed and approved by the Office of Curriculum and Assessment. (*Please allow adequate time to review your application*)
- Upon implementation of funding, please provide photos via this Padlet and a brief summary of your grant using this Google form. (*Both must be submitted before recipients will be considered for additional funding from The IVEF)*
- Recipients will coordinate with appropriate staff developers or department chairs to share successful procedures in staff development sessions.
- All items purchased with grant funds become property of SASD.
- All unused grant money not expended prior to the deadline remains with the IVEF.

IVEF PURCHASING GUIDELINES & APPROVED VENDORS: Should you opt to be reimbursed for items that are not purchased from the authorized vendors above, detailed receipts must be provided. You will only be reimbursed for the purchase price less any sales tax. The IVEF is a tax-exempt organization.

    Approved Vendors:
- Amazon.com (we do not have a Prime account)
- WalMart.com
- OfficeSupply.com
- Becker's School Supplies (www.shopbecker.com)
- Global Industrial (www.globalindustrial.com)
- Music in Motion (www.musicmotion.com)
- Home Depot (form will be provided to you by IVEF before you shop at the store – no online purchases)
- **Shipping costs must be a line item in application amount and should be factored into the total request amount**

PLEASE NOTE:
- All applications will be processed in the order in which they are received.
- Funding is allocated on a first come first approved basis.
- When funding is exhausted, the grant cycle is closed.
- Applications that are incomplete or missing any of the outlined GRANT CRITERIA or APPLICATION CHECKLIST items will not be considered for funding.
- Funded grant recipients that do not meet the RESPONSIBILITIES outlined above will not be eligible for any further funding.

QUESTIONS?
Please ASK! RuthE Potter, Executive Director rpotter@indianvalleyef.org

2022/2023 IVEF Innovation Grant
PROPOSAL COVER SHEET

Project Title	
Purpose of Project **5-6 Sentences**	
Budget Request Amount $	
Name of Applicant	
School	
Grade Level (s)	
How many students will participate?	
Contact Phone	
Contact Email	
Applicant Signature & Date	
Principal Signature & Date *By Signing, the building Principal and supports this project and confirms this is eligible for funding through the IVEF as outlined*	

IVEF Innovation Grant Budget Summary

** Please see Purchasing Guidelines and Approved Vendors list

School	
Project Name	
Applicant Name	

Item	Item Description	Vendor	Item Cost	Quantity	Extended Cost
Example Item	Brief description of example item	Vendor Name	$4.99	10	$49.90
SHIPPING COST					
	Total Funding Requested				