

**EDUCATOR INCENTIVE
GRANT APPLICATION
FOR PROFESSIONAL DEVELOPMENT**



2017-18



- ❖ Eight Multi-Educator/Building-Wide Grants at \$1,000.
- ❖ Two District-Wide, Multi-District or School Cluster Grants at \$1,500.



EDUCATOR INCENTIVE GRANTS

Grant Purpose

- ❖ To fund research and developmental activities that will result in new teaching and learning practices or products, including materials or equipment related to activity.
- ❖ To assist educators to become more proficient in their ability to teach the youth of the county.
- ❖ To encourage collaboration among educators.
- ❖ Grant funds may not be used:
 - to reimburse the school for substitutes, compensate staff for unpaid leave or other personal time given to the project.
 - to directly purchase student supplies and equipment, including classroom technology or class field trips.
 - for personal financial gain.

Recipients are eligible to receive grants once every three years.

Grant Availability

- ❖ **Eight Multi-Educator/Building-Wide Grants at \$1,000**
- ❖ **Two District-Wide, Multi-District, or School Cluster Grants at \$1,500**

In addition to the total of each Incentive Grant, the district or school will provide a 25% dollar match to the direct cost of any grant awarded by Excellence in Education to any individual educator or group of educators in their employ. For any grant award that crosses school district lines (i.e. a cluster of art teachers across the county), the 25% match would be prorated accordingly.

Educators and administrators who serve in public and non-public schools within Kalamazoo County are eligible to compete for these grants. Grants will be awarded on a competitive basis from among all submissions. Additional information about the grant process can be found at www.kresa.org/exined.

Application and Review

Applicants are invited to fill out the form on the back of this brochure and submit their proposal to the superintendent's office of their school system, no later than February 9, 2018.

Proposals will be reviewed first at the local level for merit and relevancy to the district's education program. Proposals endorsed by the school district will then be forwarded to the Excellence in Education Committee, in care of Mr. Dave Campbell at Kalamazoo RESA by February 16, 2018, for further screening and award selection. Criteria used to award grants are described in this application form.

In addition to the application, applicant must include a proposed budget.

Grant checks will be processed in May 2018 and recipients may be honored by the local school district superintendent.

Please refer all questions to your building principal or to Michael Huber, Excellence in Education Steering Committee, at (269) 323-5163.

**EXCELLENCE IN EDUCATION 2017-18 EDUCATOR
INCENTIVE GRANT APPLICATION FORM FOR
PROFESSIONAL DEVELOPMENT**

*Name _____

*Address _____ *Home Phone _____

*City _____ * State _____ * Zip _____

*Required for communication purposes. *E-mail _____

I am applying as a: Teacher Administrator

Check type of grant for which you are applying:

Multi-Educator/Building-Wide District/Multi-District/School Cluster

Employing School System _____ Work Phone _____

Assignment, 2017-2018 _____ Building _____ Principal _____

Expected Assignment, 2018-2019 _____ Building _____ Principal _____

Please use the following format for writing your proposed grant project. (May not be used for substitutes, staff compensation, student supplies, equipment, or technology.) Use this form as your proposal's cover sheet.

- * Grant proposal is not to exceed 4 pages, typed single space, excluding cover sheet and summary of proposal.
- ** Multi-educator applicants may complete one application but must include separate cover sheets for each applicant. Multi-district proposals shall be submitted through the individual school districts.
- *** Budget form (located on website) must be included with grant application.

Project Description:

- I. Brief summary of project.
- II. Project goal and summary. (20%) Must state relevancy of project to local district goals or current teaching assignment. Project must be relevant to be considered, as confirmed by local school district screening committees.
- III. Recent professional activities related to the project goal. (20%)
- IV. Full explanation of project activities including resources, specific activities and timelines. Projected completion date should be no later than May 2019. (20%)
- V. Full explanation of anticipated project outcomes. Explain how project will impact students, staff, the instructional program, and your personal professional growth. (30%)
- VI. Overall project creativity or innovation. (10%)
- VII. Description of anticipated project costs. Itemize all direct costs in detail, i.e. travel, lodging, meals, tuition, materials, fees, etc. Budget must indicate that total costs will equal total sources of income (i.e. grant money + 25% district match + other sources of income). The Educator Incentive Grant Financial Reconciliation form (to be mailed to you at a later date) is due no later than May 1, 2019.

DEADLINE: Submit to your superintendent's office for signature no later than February 9, 2018.

All signed applications should be in Mr. Dave Campbell's office at the Kalamazoo RESA Service Center by February 16, 2018.

Endorsement: This application has been reviewed by the local school district's preliminary screening committee and found to be relevant to the district's educational program.

Building Principal's Signature

Applicant's Signature

Superintendent's Signature