



EDUCATIONAL IMPROVEMENT IMPACT GRANTS

The Lakeville Area Chamber Foundation is pleased to announce its *Educational Improvement* IMPACT GRANT program. Grants will be awarded each year in amounts up to \$3,000 to support innovative, student-based programs, that include workforce readiness initiatives and/or STEM career exposure, and that have the ability to be replicated or adapted district-wide. Guidelines and the application are attached.

The grant review committee is the Board of Directors of the Lakeville Area Chamber Foundation.

The committee will review and judge each grant application focusing on:

1. The ability to provide an innovative solution to an important education issue
2. The potential to significantly impact learning
3. Clarity
4. The evaluation design
5. The ability to be replicated or adapted (See [Guidelines](#), [Important Considerations](#) and [Criteria](#)).

The Foundation will facilitate an annual review of all funded grants. An end-of-year evaluation and budget report will be required from each grant recipient.

Grant applications are open to all schools in the ISD 194 geographic boundary. Those qualified to apply are administrators, teachers and support staff. Application may be made by individuals or by teams. Please note that there are two grant approval windows.

WINDOW #1

Application deadline is 4:00 p.m., April 1 each year. Grant award notification will be made to recipients by June 1 each year.

WINDOW #2

Application deadline is 4:00 p.m., October 1 each year. Grant award notification will be made to recipients by December 1 each year.

Submit original and 6 copies to:

IMPACT GRANTS
c/o Krista Jech
Lakeville Area Chamber Foundation
19950 Dodd Blvd, Suite 101
Lakeville, MN 55044
952-469-2020



EDUCATIONAL IMPROVEMENT IMPACT GRANTS

The Lakeville Area Chamber Foundation, an independent, non-profit organization committed to enriching and enhancing public education has established *Educational Improvement IMPACT GRANTS*. These grants are intended to support innovative student-based programs that have the ability to be replicated or adapted district-wide. Teams or individuals employed by schools in the ISD 194 geographic boundary are eligible to apply.

All grants must be reviewed, approved, and signed by the applicant's immediate supervisor.

Guidelines

Priority will be given to projects designed to do one or more of the following:

- Move students toward world class standards in STEM
- Develop new strategies and methodologies that motivate students and keep alive their eagerness to learn
- Improve basic learning skills
- Improve cultural awareness in order to better prepare our students for a global economy
- Assist underachieving students to reach their potential
- Involve the business community in the improvement of education
- Focus on workforce readiness
- Provide meaningful and measurable parental involvement activities to projects when feasible

Important Considerations

- Grants cannot be used to supplant School District general budget responsibilities
- Proposals for equipment and/or field trips will be considered only if they are an integral, vital component of a larger strategy
- Outside consultants and experts, as well as transportation, will be supported only if the expenditure is a necessary part of the overall objective of the project
- Each employee may submit only one proposal, however, if an employee is part of a team for one proposal the employee is not prohibited from submitting another proposal as part of a different team or on her/his own

Criteria

- Must have the ability to be replicated or adapted district-wide
- Grant recipients must be willing to train others through demonstration, consulting, or in-service
- Project is an innovative solution to a stated problem or issue
- Project is realistic in terms of what is expected to be accomplished
- Project activities must be well defined, specific and directly related to project goals
- Plans for evaluating the project must be realistic and measurable
- Budget request must be reasonable and sufficiently detailed
- The project must make a positive contribution to attaining higher student achievement and motivating students to learn



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EDUCATIONAL IMPROVEMENT IMPACT GRANTS

GRANT APPLICATION

(COVER SHEET - PAGE 1 OF 3)

Application Date: _____

Project Title	Funds Requested
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School/Department	Grade Level	Number Students Participating
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Applicant (Licensed Staff)	Position	Signature
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Principal/Supervisor	Position	Signature
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PROCEDURES:

All applications must be typed. A signature is required from your school principal to ensure that appropriate administrative personnel are aware of your submission of the grant application. To be considered, applications must be complete. A completed application contains the original application and **six** copies.

Project funds must be spent on designated items within the project year. A final evaluation and expense report will be required and periodic site audit visits will be conducted.

All publicity releases, informational brochures, printed programs and public reports pertaining to the approved *Educational Improvement* IMPACT GRANTS from the Lakeville Area Chamber Foundation must include acknowledgment of the Foundation's support. Suggested wording:

This program is made possible in part by a grant from the Lakeville Area Chamber Foundation, or Funded by the Lakeville Area Chamber Foundation.



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IMPACT GRANT APPLICATION
(REQUIRED FORMAT – PAGE 2 OF 3)

Project Title

Funds Requested ¹

- A. PURPOSE/GOALS OF PROJECT:** Why do you think there is a need for this project? What do you hope to accomplish through this project? What will be different for the students as a result of this project? Please enumerate goals and objectives. (1, 2, etc.)
- B. NARRATIVE DESCRIPTION OF THE PROJECT:** Please describe and explain how you propose to implement the project.
- C. SCHEDULE OF SIGNIFICANT EVENTS AND ANTICIPATED DURATION OF PROJECT:** Projected Timeline
- D. PROJECT EVALUATION:** How will you determine if your goals/objectives have been achieved and whether your project has been successful? Describe your evaluation design. Be specific about any instruments you will use. It is important you specify measures for each of your goals. (Goal 1 will be measured....)
- E. PROJECT CONTINUATION:** How do you expect this project to continue at the conclusion of the grant? Explain how this project may be replicated.
- F. BUDGET DETAIL:** The proposed budget should be sufficiently detailed to identify all costs involved. Please include information itemized, grouped and sub-totaled using District budget categories. ² A few examples of categories are Audiovisual Supplies, Books and Periodicals, Dues and Fees, Instructional Supplies, Major Equipment, Minor Equipment, Out-of-District Consultant, Software/Computer Supplies, Technical Services, Transportation, etc. If teachers are being paid additional amounts in this project, please identify how many hours are involved and the rate of pay. If transportation is involved, please identify the number of hours involved and mileage as well as the cost per hour and mileage charge. The more detail you furnish the fewer questions the evaluators will have.
- G. OTHER FUNDING SOURCES:** Please include any other funding sources available, being pursued or received for this program.
- H. STATUS OF PROGRAM IF NO GRANT AWARDED:** Please explain alternative options, and/or future of the program, if the grant is not awarded.

¹ Grant awards will be deposited into District trust accounts.

² It is recommended this be prepared with the assistance of the School Office Manager and/or School Banker.



IMPACT GRANT APPLICATION (BUDGET DETAIL SAMPLE – PAGE 3 OF 3)

The suggested format for budget detail is as follows.

School: _____ Unit Number: _____ Fiscal Year: _____

DISTRICT BUDGET CATEGORY	VENDOR	ITEM	COST ³	SUB-TOTAL
AUDIO VISUAL SUPPLIES				
SUB-TOTAL				
BOOKS & PERIODICALS				
SUB-TOTAL				
EXTRA DUTY-CERTIFIED	PERSON/SERVICE	RATE OF PAY		
SUB-TOTAL				
INSTRUCTIONAL SUPPLIES				
SUB-TOTAL				
INSTRUCTIONAL COMPUTER SUPPLIES				
SUB-TOTAL				
INSTRUCTIONAL EQUIPMENT-MINOR				
SUB-TOTAL				
OUT-OF-DISTRICT CONSULTANT ⁴	PERSON/SERVICE	RATE OF PAY		
SUB-TOTAL				
SUPPORT STAFF – EXTRA DUTY	PERSON/SERVICE	HOURS/RATE OF PAY		
SUB-TOTAL				
SUB-TOTAL				
TOTAL PROJECT EXPENSE				

³ Please be sure to check with School District Purchasing for vendor selection and costs. (Include shipping/handling charges)

⁴ Any proposed expenditure for hiring a person from out-of-district also requires approval by the Board of School Trustees. If the grant is awarded and such an item is in the budget, it is the responsibility of the grantee to follow District Regulations for securing the services of an out-of-district consultant.