

Kickemuit Education Foundation Grant Guidelines

Who should apply for a grant?

Grant proposals are welcome from any Bristol Warren Regional School District certified staff member including teachers, support personnel (such as nurses and guidance counselors), and administration. Collaboration across classrooms, grades, disciplines, and schools is highly encouraged.

What types of projects are funded?

KEF is looking for projects to fund that:

- Are not funded through the School Department budget
- Help support innovative teaching methods
- Have a direct and immediate impact on a large number of students
- Employ innovative methods or techniques to inform or educate
- Will carry forth to future students

What types of projects are not funded?

KEF Grants are NOT intended to replace or relieve the existing responsibility for public funding of schools nor are they intended to substitute for normal budget growth and maintenance.

Grants that KEF will not fund:

- General compensation shortfalls
- Capital improvements
- Equipment purchases that are not part of a specific project
- Clubs and activities that are not extensions of existing curriculum programs, or student social development, environment awareness, or community service.
- Ongoing maintenance of existing programs
- Scholarship Programs

How are proposals evaluated?

The KEF Board meets to review and evaluate proposals based on the criteria outlined below. The Grant Evaluation Rubric is provided.

Grant Applications should clearly describe the proposed project, with particular emphasis on:

- Clarity of objectives and goals
- Evidence of innovation, creativity, and excellence
- Expected results and their measurability
- Size of the student population that will benefit from the project

KEF Grant Evaluation Rubric

CRITERIA	3	2	1
Application	Complete and easy to read	Complete but areas that are vague, or some questions unanswered	Incomplete and/or vague
Goals and Objectives	Goals and objectives are clearly defined and correspond to school district goals	Goals and objectives are clearly defined but don't necessarily correspond to district goals	Goals and objectives are unclear
Innovation	Project infused with creativity; innovative in approach or method of instruction; promotes excellence	Project incorporates some creative ideas or innovative approach	Limited or no innovation/creativity
Assessment Opportunities	Results of objectives can and will be measured, either quantitatively or qualitatively	Results of objectives are somewhat subjective or evaluation is weak	Limited opportunities to measure results
Impact	Grant will impact large or target population in both initial and subsequent years	Grant will impact a large or target population in award year	Grant will impact a select group and/or for a limited period

What is the grant application and award process?

1) Develop: Develop your proposal idea and determine if you are applying for a Mini-Grant (request of \$500 or less) or a Large Grant (over \$500).

2) Solicit Endorsement: Review proposals with the administration to ensure that they are in line with the district's goals and specific school objectives. Discuss proposals with colleagues and solicit their ideas and support for participating in the program.

3) Compose: Complete the appropriate grant application and have building Administrator endorse the grant application.

4) Apply: Please submit application via mail to:

Kickemuit Education Foundation
P.O. Box 543
Bristol, RI 02809

ALL APPLICATIONS MUST BE RECEIVED ON OR BEFORE MARCH 13, 2009.

5) Notification: All applicants will be notified of funding decisions in writing by May 1, 2009. Grant funds will be available in June 2009 for 2009-2010 school year programs.

For questions or more information, please contact Monica Daniels, KEF Grant Program Coordinator, at georgiabee_961@msn.com, or ph: 401-245-9497.