**TEACHER SCHOLARSHIP**

**GRANT APPLICATION**

GRANT APPLICATION GUIDELINES

*Please read carefully to fully understand guidelines and expectations. Only grant requests for continuing education that supplement and align with the District’s Improvement Plan will be considered.*

**Award Range**: Up to $1500.00 for an individual teacher or educational paraprofessional. To provide funds to support educators in advancing their value to the district through training, certifications, and higher education. Opportunities may include, but are not limited to, state certifications and higher education tuition. This grant will not be awarded for training or continuing education toward completion of administrator’s or counselor’s coursework and/or certification. The number of grants funded will depend upon available funds and Krum Education Foundation guidelines for the calendar year with a maximum of $5,000 per year. This is a reimbursement grant.

**Application Deadline**: First Friday in February before 4:00pm.

**Applicant Eligibility**:

* Grants are limited to Krum ISD Educators, (including educational paraprofessionals) who are currently employed in the District, have taught a minimum of two (2) consecutive years in the District and who are pursuing additional education in the teaching profession.
* Applicants must have demonstrated the following: outstanding teaching ability; participation in school and community organizations and activities; and, leadership ability.
* Grant funds will only be awarded for learning programs that directly benefit academic instruction.

**Recipient Requirements:**

* Recipients must adhere to all District financial guidelines and policies.
* If the grant application is approved, any change to the budget amount approved or expenditure for items other than those requested must be submitted to the Foundation Programs and Allocations Committee for consideration.

Reporting Requirements (if not met, future eligibility may be jeopardized):

* Recipients must present the project to their own Campus during the implementation year.
* Recipients must also make a presentation (project, progress, outcomes) to the Foundation. This presentation may be at a Board meeting, a Committee meeting, or a campus visit by Board and/or Committee members.

**Additional Requirements**:

* The teacher scholarship grant proposal must contain the required grant application and two reference letters from individuals who are not related to the applicant. It is recommended that these reference letters are completed by a team leader, department head, etc. and contain education-focused observations of the applicant’s knowledge, education experience, etc. The reference letter author and applicant should have a recent working relationship, i.e. within five years of the application date. The relationship between the reference letter author and the applicant should be clearly specified in the content of each reference letter.
* The applicant is also required to submit a brief essay on why s/he is pursuing these particular course(s) and why the Foundation should assist you in funding.
* One confidential evaluation must be completed on behalf of the applicant. This evaluation must be completed by the applicant’s supervisor (e.g. campus principal) or other Campus/District administrator.

**Project Eligibility:**

* All proposed teacher scholarship grants must address needs, challenges, and concerns to enhance the learning experience. Grant proposals will be judged based on potential impact to classroom instruction.
* The identified coursework must complement the District mission and its Improvement Plan and be aligned with the District’s curriculum goals.
* The grant coursework must have a designated time frame for completion and must have a measurable outcome (e.g. certificate of completion).
* Funds may not replace normal funding from tax-based sources.
* Grants may cover travel, consulting fees/honorariums, etc., but expenses must also be justifiable.

**Notification of Recipients and Payment:** Recipients will be notified on or near April 2, 2018. If awarded, the grant check will be written to the awardee upon successful completion of the course/learning experience and proper documentation (recipients).

**Length of Project:** The award is available to be funded for twelve (12) months. Any unexpended funds will revert to the Krum Education Foundation at the conclusion of the twelve (12) month period.

**Application Requirements:**

To be considered for funding, the application must:

* Be grammatically correct and free of spelling errors.
* Be complete (all sections).
* Be free of any identifying information (i.e. applicant or school names) other than on the cover page.
* Describe the expected outcome of the coursework (e.g. certificate of completion).
* Be provided with the original plus one copy.
* Be in compliance and approved by assistant superintendent or designee.
* All applications must be typed, saved electronically, and then printed.

**Application Review Process:**

* Proposals shall be competitively reviewed by the Programs and Allocations Committee.
* Projects will be judged based on their potential to positively impact instruction and academic achievement.
* All proposals will be subject to a blind review relative to the applicant.
* Before review by the Foundation, the assistant superintendent or designee will evaluate projects for compliance with the District’s Improvement Plan. The review is not for selection of recipients.

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*Please TYPE and attach an additional sheet, if necessary.*

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Campus \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Name of class, conference, etc.: |  |
| Is this course online or on-site? |  |
| Location (on-site only): |  |
| Travel costs (on-site only): | Detail all travel costs (airfare costs/fees and/or car miles) below |
| Deadline date for registration: |  |
| Early bird discount and deadline date: |  |
| Late registration fee: |  |
| Total dollar amount requested: |  |
| Total cost per course/semester: |  |

Please insert a spreadsheet as to each item needed and its cost. Costs should align to District policy.

For example:

|  |  |  |
| --- | --- | --- |
| **Item** | **Cost Per** | **Cost** |
| **National Conference** | $250 conference fee | $250 |
| **Lodging** | $125 per day x 4 days | $500 |
| **Meals** | District rate per x 4 days |  |
| **Materials** | Notebook and books | $100 |
| **Travel** |  |  |
|  | Total | $850 |

If I am the recipient of this scholarship, I understand that the Krum Education Foundation expects that I intend to remain with Krum ISD for a minimum of three (3) years and that I will disseminate the knowledge gained through this scholarship to the benefit of the District if possible.

Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Note that review and consideration for funding is a “blind review” by assigned Foundation committee members. At nowhere else in the application process should your name be identified. If name is inadvertently placed elsewhere in application, application is therefore subject to disqualification and will not be eligible for review.**

**TEACHER SCHOLARSHIP**

**GRANT APPLICATION**

*Please TYPE and attach an additional sheet, if necessary.*

1. Proposal Detail: (What training, certification, or degree are you pursuing?) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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2. Describe the District Objective your proposed learning experience will address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. What Student Populations or Grade levels will your training/learning serve?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Describe how your training/learning will address the objectives identified above: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Explain how this training/coursework will provide short term, medium term, or long term impact? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Is there any other funding provided by the campus/district or by a pending scholarship(s) supporting this request? Please explain all other sources of funding for this project (including personal contributions).

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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7. How do you plan to share your learning experience with others in the District? If so, please describe in detail how this can be accomplished.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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8. At conclusion of proposed training/coursework, will a Degree/Certification/Certificate be awarded? Yes / No

If so, what type of Degree or Certification will have been earned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If not, approximately how many total hours are needed to complete degree/program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Essay (Essay limited to one page, 11 pt. font and attached immediately following this page.)**

Write a brief essay explaining why you are pursuing this particular course(s) and why the Krum Education Foundation should assist you in funding.

**Teacher Scholarship Grant Application Rubric**

**(Numbered items in rubric correspond to numbered questions in application.)**

| **Criteria** |  |  |  |  | **Score** |
| --- | --- | --- | --- | --- | --- |
| **#1: Proposal Detail**  **20 Points** | Simply placed title of class /certificate  0-5 Points | Vaguely gave details of the proposal  6-10 Points | Clearly described some but not entirely  11-15 points | Provided full details with elaboration of exactly what is being sought  16-20 Points |  |
| **#2: Alignment with KISD mission and objectives**  **20 Points** | Did not address objectives or impact of higher learning/certification.  0-5 Points | Vaguely described or somewhat answered question.  6-10 Points | Clearly described and answered question.  11-15 Points | Described with elaboration.  16-20 Points |  |
| **#3: Populations / students served**  **5 Points** | Did not answer  0 Points | Answered  5 Points |  |  |  |
| **#4: Description of how training addresses objectives**  **10 Points** | Did not answer  0 Points | Very vague in description  1-2 Points | Gave additional details yet still vague.  3-6 Points | Provided clear description with precise proposal details.  7-10 Points |  |
| **#5: Capacity to impact**  **10 Points** | Did not answer  0 Points | Provided vague assessment  1-2 Points | Provided impact statement but was not well thought out  3-6 Points | Clearly considered potential impact from different angles and timelines  7-10 Points |  |
| **#6: Additional funding**  **5 Points** | Did not answer  0 Points | Provided vague information  1-3 | Provided details of funding and sources  4-5 |  |  |
| **#7: Knowledge sharing**  **15 points** | Did not answer  0 Points | Answered question but did not provide a plan  1-2 Points | Provided high-level plan for sharing knowledge  3-6 Points | Provided detailed plan for sharing knowledge  7-10 Points |  |
| **#8: Completion outcome**  **5 Points** | Did not answer  0 Points | Answered  5 Points |  |  |  |
| **Essay Submitted**  **60 Points**  **Subtraction of 5 points per spelling and/or grammar error** | Submitted Essay with no clear explanation of need for KEF support.  0-15 Points | Gave a brief explanation with some KEF support identified.  16-30 Points | Gave precise information about why they are pursuing learning opportunity and why KEF should support proposal.  31-60 Points |  |  |