



Aubrey Education Foundation Innovative Teaching Grant Application

The Foundation and its donors believe innovative and creative approaches to teaching can benefit our students. To this end, the Foundation developed the Innovative Teaching Grant Program

APPLICATION GUIDELINES

Please read carefully to fully understand guidelines and expectations.

- **Application Deadlines:** April 24, 2009 at 4:00 p.m. at the AISD Administration Office.
- **Notification of Recipients:** Recipients will be notified approximately 4 weeks from application deadline. .
- **Date for Awarding Funds:** Funds for approved applications are payable the first day of the fall semester. Funds will be available in the appropriate account assigned by Aubrey ISD. *Recipients must adhere to all Aubrey ISD budget guidelines.*
- **Length of Project:** The projects are funded for twelve (12) months. Any unexpended funds will revert to the Aubrey Education Foundation at the conclusion of the twelve (12) month period.
- **Applicant eligibility: Projects** are limited to Aubrey ISD established curriculum framework for professional personnel working directly with children, including teachers, *counselors, librarians and nurses*. In the case of team-based proposals, a Project Director **must** be designated to assume overall administrative responsibility for the project, and all related correspondence will be so directed. *Simultaneous funding of projects for the same individual, department, team or campus will not occur.*
- **Eligible Projects:** All projects must address needs, challenges and concerns to enhance the learning experience. The identified need must be aligned with the instructional goals of the District's instruction plan. Projects will be judged based on their potential to impact instruction. Funds **may not** replace normal funding from tax-based sources. *Products purchased with grant funds become the property of the District, not the individual(s).* The proposal **must** describe some quantitative and/or qualitative method to evaluate the success of the project. Also, expenses for consumable or single events must be justifiable.
- **Application Review:** Applications shall be reviewed by a designated foundation Committee. Before review, the Aubrey ISD Curriculum and Instructional Staff will screen projects for the purpose of assuring compliance with District Guidelines, **not** for selection of recipients.
- **Guidelines for Completing the Application:**

The project is appropriate for submission if the following questions can be answered in the affirmative:

- Is the project important to learning?
- Is the project congruent with the District's Strategic Plan?
- Can the project be done?
- Are the objectives measurable?
- Are grammar and spelling correct?

Helpful tools

- Proof read your grant application.
- Recheck for accuracy budget items and figures.
- Submit clean copies of the application.

- No applications received after deadline will be accepted for grant review.
- Prioritize your budget items with the most needed placed first.
- Additional items required to implement the project (question 4) by district pertain to equipment, staffing, existing material or material/equipment to be purchased or made available by district. Please list any and all collaborative efforts by district.
- If your intent is to apply yearly for partial funding and build program/project over multiple years please indicate and explain timeframe within questions 1 and 5.

**Aubrey Education Foundation
Innovative Teaching Grant**

NOTE: Please type.

Name of Project Chairman: _____

Is this a team proposal? Yes No *(If yes, list team members below.)*

Title of Proposed Project: _____

Anticipated Date of Implementation: _____

Anticipated Date of Completion: _____

Total Dollar Amount Requested: _____

Applicant Signature: _____ Date: _____

Principal Signature: _____ Date: _____

Please print application and return to:

**Aubrey Education Foundation
P.O. Box 523**

Aubrey, Texas 76227

Or to: Aubrey ISD Administration Building Interoffice Mail

DO NOT FAX OR EMAIL

Date Received _____
Time _____

NOTE: Review of proposals is anonymous. This cover sheet will not be included as a part of the actual selection process by the Programs Committee. Consideration of your request will be based entirely on the following proposal. Please TYPE.

Do NOT include campus or teacher name in this application.

**AUBREY EDUCATION FOUNDATION
APPLICATION FOR INSTRUCTIONAL ENHANCEMENT INITIATIVES**

DIRECTIONS: Please TYPE. If an appendix is needed for supplemental material, it must be limited to a maximum of three (3) pages.

Project Title: _____

Grade Level: _____ Subject: _____

Implementation Date: _____ Evaluation Date: _____

Total Amount of Request: _____ Date of Proposal: _____

Please keep page alignment.

1. Briefly describe this project and the need for it. **(10 points)**

2. Explain how this project meets the instructional goals of the District and Campus Plans. **(50 points)**

