

Griffin-Spalding Partners in Education (PIE) Grants Program: 2013

For 2013 the PIE Board is combining *Classroom Grants* into one program (previously there were large and mini-grants) and adding *Field Trip Grants* as a separate program. The following is provided to help teachers submit a successful grant.

Overall, please remember that the PIE Board is seeking to fund projects that are innovative and instructionally sound, that support the goals of the school system and the individual school, and have realistic objectives and budgets. Projects can request up to \$1,000.

Tips to Writing a Successful Proposal:

- 1. Follow the rules** on the grant application. Use 12 point font and stay within the word limits as shown on the application. Do not identify your name or your school name in the body of the proposal (reviewers will not see your identifying information on the application). Make sure your application is free of grammatical, spelling, and mathematical mistakes. The suggested word counts are maximums only---you do not have to write up to the count---feel free to be concise.
- 2. Come up with a good title.** The title sets the tone for the proposed classroom project. The title must be descriptive, specific and appropriate. One way to achieve an effective title is to have a two-part title, the first general and the second more specific.
- 3. The project description will help sell the proposal.** Make your description brief, clear, and interesting to read---your challenge is to “hook” the reviewer. The description should tell the reviewer exactly what you are going to do and why.
- 4. Develop clear goals.** Simple and clear goals let the reviewers know WHAT your goal is. Then---as they read your application---they can see HOW you are going to reach your goal.
- 5. Measure your results.** We will be asking you to evaluate your success. So, whatever your project, make sure that what you are measuring will give you the information you need to tell if you have accomplished your objective. How will you measure student learning?
- 6. Make sure your project is aligned with GPS and/or Common Core Standards as well as your school improvement plan.**
- 7. The classroom project should change your teaching.** Tell us how that will happen.
- 8. Go beyond the ordinary.** We hope funded projects will provide more rigorous instruction in our schools---challenge your students!
- 9. Make sure what you ask for is allowable.** Examples of things that are allowable for classroom grants include (but are not limited to) mobile zoos, mobile science labs, academic and service-oriented clubs, device apps that support academic objectives, classroom book sets, E-books, cameras and video equipment, instructional materials and packaged programs, site licenses, technology (e-readers, tablets, and accessories, newspaper/magazine classroom editions (print or electronic), and hands-on science and math aids.
- 10. Develop a realistic budget.** Make sure the budget is \$1,000 or below. If you have other sources of funding to increase the size of your project, note that in the proposal.