



Grants Guidelines

Purpose:

Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The Garner ISD Education Foundation is offering teachers and administrators the opportunity to apply for grants to support innovative programs or projects to support higher levels of student learning. The grants must enhance student academic performance and support the objectives, goals, and initiatives of the Garner Independent School District.

Persons Eligible to Apply for Grants:

Garner ISD teachers and administrators, who are involved in the instruction of students or related support services benefiting students.

Eligible Proposals:

Instructional approaches or projects designed to begin during the school year and which meet the selection criteria. Grants may fund instructional and classroom materials, parent involvement programs, or any activity or material which supports higher levels of student academic achievement.

Award of Funds:

Grants of up to **\$500** will be awarded to individual teacher-initiated programs or projects. The number of awards will depend on funds available from the Garner Education Foundation.

Selection Criteria:

- The degree to which the grant supports the District goals and the Campus Action Plan and is specifically designed to address an area of need substantiated by data.
- The degree to which student academic performance is emphasized.
- The degree to which sound evaluation procedures are incorporated in the proposal.
- The degree to which the proposal represents a creative or innovative approach to the accomplishment of objectives. Funds are not typically

available for recurring programs/projects. (The proposal should address a new project as opposed to one accomplished or under way.)

- The degree to which the proposal is clear and logical, including (a) specificity of objectives; (b) clarity of description of instructional procedures, methods or treatments; and (c) correspondence among evaluative procedures, objectives and treatments.

Signed Grant Applications should be submitted to the Garner Education Foundation electronically.

*Email application as an attachment to **grants@garnerisd.net***

Selection Process:

1. Application forms may be obtained online through the web page.
2. Teacher initiated applications must be reviewed by the Campus Leadership Team for congruence with campus programs and signed by the principal.
3. Signed applications are due no later than **08/19/2025**, selected by the Garner Education Foundation Board of Directors.
4. Applications will be reviewed and commented on by the Grant Application Review Committee, which is appointed by the Garner Education Foundation Board of Directors.
5. If recommended for approval, the application is presented to the Board of Directors in summary form for review and formal approval.
6. Applicants will be notified of decisions by the date specified by the committee.

Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the semester immediately following award notification. Projects awarded must be fully implemented by the end of the following semester.
- Project must be fully implemented before recipients can submit an application for another grant.
- Agree to share successful procedures in staff development sessions.

When applying for a grant, please remember the following:

- Grants are to be used to fund projects that cannot be provided for in the school and district budgets.
- Objectives and outcomes should be consistent with the goals of the district.
- Grants cannot be used to fund teacher training or travel. When creating your budget, research carefully and be realistic. Small grants are just as likely to be awarded as large grants. Partial funding will be considered.

Funds will not be awarded for budgeted items available from district resources.

- Projects awarded must be fully implemented by the end of the following semester.
- **Signed Grant Applications should be submitted electronically.** Email application as an attachment to **grants@garnerisd.net**
- **Tips for a Successful Application**

Statement of Need:

- Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.
- Keep the statement simple and straightforward.
- Show how project relates to the District/Campus Action Plan(s).

Objectives:

- Limit the number of objectives.
- Imply or state evaluation in the statement of objectives.
- Be specific.

Description of Proposed Project/Activity:

- Describe the problem or issue addressed.
- Show how the project supports the purpose.
- List steps to be followed in project implementation.
- Relate project to need and objectives.
- Be specific.

Evaluation:

- Relate to stated objectives.
- Indicate how you will know whether the project was successful.

Partners:

- Are there others who will participate in this project? (CIS, Rotary, Lion's Club)
- What will their roles be?