



## **Randolph Field Education Foundation Guidelines for Grant Applications**

**Purpose:** Teaching Grants are designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. Randolph Field Education Foundation (RFEF) offers teachers the opportunity to apply for grants that support innovative programs or projects that support higher levels of student learning. The grants must enhance student academic performance and support the objectives, goals, and initiatives of the Campus Improvement Plan.

**Persons Eligible to Apply for Grants:** Individuals or teams of individuals employed by RFISD who are involved in the instruction of students or related support services benefitting students.

**Eligible Proposals:** Grants may fund instructional and classroom materials or any activity which support higher levels of student academic achievement.

**Awarded Grant Funding:** Grants of up to \$1,000 maximum for individuals and \$2,500 maximum for team teachers. The number of grants awarded will depend on funds available from RFEF.

### **Selection Criteria:**

- \* How does the requested grant support the District Goals and the Campus Improvement Plan.
- \* How many students or staff will benefit from being awarded this grant.
- \* How does the grant request aligns with your particular subject and curriculum guidelines and TEKS.
- \* Have the department/chairperson and administrator verify that the monies requested are not in the current year's district budget.

### **Timeline:**

- \* RFEF will consider grant request on a first come first served basis.

### **Selection Process:**

- \* Grant application form may be obtained by email @ [miller@rfisd.net](mailto:miller@rfisd.net).
- \* All applications must be reviewed by a campus administrator for their approval and verified that the money requested is not in the current year's district budget.
- \* Completed applications may be emailed to [alamo13days@gmail.com](mailto:alamo13days@gmail.com)
- \* Grant applications will be reviewed by the RFEF Grant Selection Committee made up of the following members who will be appointed by the RFEF Board of Directors.
- \* If the grant request is recommended for approval, the administrator and the teacher(s) will be notified within 2 weeks.

**RANDOLPH FIELD EDUCATION FOUNDATION GRANT APPLICATION**

**GRANT REQUEST**

**SECTION 1**

**Project Title:** \_\_\_\_\_

**Name & Signature of Applicant(s)**

**Printed Name:**

**Signature:**

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

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

**Type of Grant:**

**Amount Requested \$** \_\_\_\_\_

\_\_\_\_\_ **Individual: up to \$1,000**

\_\_\_\_\_ **Two or more (team teachers): up to \$2,500**

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

**Grade Level(s) that will benefit:** \_\_\_\_\_

**# of Impacted Students:** \_\_\_\_\_

**Subject(s):** \_\_\_\_\_

\_\_\_\_\_ **Fall 20**\_\_\_\_\_ **Semester**

\_\_\_\_\_ **Spring 20**\_\_\_\_\_ **Semester**

**All applications must be reviewed for conformity with District Goals and Campus Improvement Committee.**

**Signature of Campus Principal** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Required to support the initiative

**Signature of Director of Technology** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*Required only when funds will be used  
To purchase technology and/or media  
Equipment

A scanned copy of the application may be emailed to: [alamo13days@gmail.com](mailto:alamo13days@gmail.com)

## Section 2

Have you received funds for this project from the district or foundation before? \_\_\_Yes \_\_\_No

Will other funds be needed to complete this project? \_\_\_Yes \_\_\_No If yes, explain at the bottom of the page.

Please provide a summary of each area listed below.

**Summary of Proposed Project or Activity:**

**Objectives: State measurable objectives in terms of student achievement:**

**Evaluation: How will you use student achievement data to evaluate the effectiveness of the grant?**

**Partners: Identify any school partners (not staff) and/or community partners involved in the project and their respective roles.**

**How will you recognize RFEF for funding and supporting this project?**

**Section 3**

**RFEF Grant Application Budget**

**Directions: Please be as specific as possible.**

<b>ITEMS:</b>	<b>AMOUNT:</b>	<b>VENDOR:</b>
Supplies (please list)		
Equipment:		
Other:		
<b>TOTAL COST OF PROJECT</b>		
<b>TOTAL COST OF GRANT REQUEST</b>		