**ISC MINI GRANT APPLICATION**

∙  Submit your application via email to Sindy Agudelo-Nelson, ISC Mini Grant Chair.

∙  ISC Mini Grant email address is: ISCMiniGrants@gmail.com

∙  Please put in email Subject Line:  ISC MINI GRANT Application

∙  Applications must be submitted on or before Monday, April 4th 2022

 ***Please note:  There will not be a deadline extension.***

∙  Receipt of applications will be acknowledged via email.

**I.GENERAL INFORMATION**

Name of project:

Brief Description of Project’s materials and intended outcomes (1-2 sentences):

Teacher(s) applying:

School(s):

Name and Email for Primary Contact for All Correspondence:

Name:

Email:

Focus of Application by Subject area (check all that apply):

\_\_\_\_\_ Art/Music

\_\_\_\_\_ Environment/Gardening

\_\_\_\_\_  STEM

\_\_\_\_\_ Reading/Literature

\_\_\_\_\_ Community Service

\_\_\_\_\_ Health/Wellness

\_\_\_\_\_ Social Studies

\_\_\_\_\_ World Languages

\_\_\_\_\_ Teacher/Staff

\_\_\_\_\_ Emotional/Learning Support

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This Grant has been previously funded.  YESNO

If YES--     This is my 2nd year of requesting funds \_\_\_\_\_

    This is my 3rd year of requesting funds \_\_\_\_\_

My principal is aware that I am submitting an application.  YES           NO

Grade level(s) of students to be served:

Number of students to be served:

Project start and end date:

**II. FUNDING**

FULL FUNDING REQUESTED: $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_

IF PARTIALLY FUNDED, Minimum Funding Required: $ \_\_\_\_\_\_\_\_\_\_\_

**III.PROJECT DESCRIPTION**

Grant Guidelines found HERE to provide you additional information and assistance in preparing the application.

Describe your project, and the need your proposal addresses.

Describe the objectives and anticipated benefits for the students targeted by this proposal.

In what way does this project employ innovative/creative teaching approaches, techniques or methodologies?

What additional resources or support services will be required for your project (maintenance assistance, computer time, additional teacher/staff time etc.)?

Will this project still go forward if partial funding is given through an ISC Mini-Grant? Please explain the minimal funding that this project would require and the extent of implementation with partial funding.  i.e.  Fewer students, shorter implementation time, reduction of overall project.

What mechanisms or evaluations will you use to demonstrate that the proposed objectives have been met?

With whom and/or how will you share your results?   In what ways will you share your project success with your peers throughout LMSD?

**IV. EXPENSE BUDGET:**

For full budget guidelines see Application Guidelines: Grant Awards and Grant Reimbursement

1.  Maximum request for an application is $1,000.

2.  There is no minimum dollar value.

3.  Please provide a detailed budget for your grant application.

4.  Verify pricing at the time of grant application to provide the most accurate budget.

5.  Include budget categories with detail: items to be purchased, quantities, vendors, price, shipping and handling and tax if you are not getting a tax exemption.  Please note:  A category cannot be stated in broad terms.  For example:  You cannot submit a category of “books” with a dollar amount.  You will need to provide the titles that you wish to be ordered.

6.  Items that are typically not funded include:

Office equipment

General school supplies

Document copying

Mailing costs

Consumable items, including food and beverages

Transportation, lodging or conference fees

iPads or laptops

Outside guest speakers

High School Senior Projects

7.  Technology requests will be reviewed by the Director of Technology to ensure compatibility with LMSD. In addition, applications may be reviewed for curriculum compatibility by the applicant’s school principal and/or the appropriate department of LMSD’s Office of Curriculum and Instruction.