This document is a sample of the Classroom Enrichment & Kateri Brow grant applications in the Smarter Select Grant Application System. It can be used to help prepare for applying.

OVERVIEW

Founded in 1987, the Issaquah Schools Foundation, drives resources district-wide to help students reach the promise of their potential.

We offer Teacher Grants at two levels - Classroom Enrichment and Kateri Brow.

- **Classroom Enrichment Grants (up to $3,000)** enhance the learning environment of individual classrooms, libraries, computer labs, resource centers, and schools.
- **Kateri Brow Big Idea Grants ($3,001-10,000)** fund programs responding to a compelling need that reflects broad reach and/or innovation in education.

REQUIREMENTS

The Foundation has four major areas of focus:

1. Academic Support & Enrichment – Closing learning gaps, bringing curriculum alive in new ways, igniting curiosity and passion for learning.
2. Mental & Behavioral Health – Critical foundations for students to be open to learning.
3. Basic Student Needs (at school) - Addressing the core needs for a child to be able to learn.
4. Community Outreach - Ensuring we meet the needs of our diverse community, creating opportunities for everyone to thrive.

We are looking to fund ideas that are in alignment with one of the above focus areas and that:
- Show innovation in teaching.
- Pilot new ideas that are scalable.
- Offer equity to our district.
- Clearly articulate impact (beyond number of participants).

ALL Proposals must be approved and signed off by a school principal or a District administrator. Applicants are strongly encouraged to request funding from Building/District Funds, PTSA and other organizations or individuals in addition to the Foundation.

NOTE regarding certain ineligible funding areas for 2023-24

BOOKS. We are working with Issaquah School District administration to provide a more comprehensive and coordinated literacy support approach this year. In light of that and as ISD reviews new elementary literacy curriculum, we will pause on funding Teacher Grant requests for books related to or in support of literacy curriculum, like leveled/guided readers, phonics tools, etc.

Other grant applications that include books as a component are still eligible if they demonstrate innovation, need, and impact; we recognize that books can be used in a variety of ways and are excited

to support ideas that bring a novel approach to learning (two recent examples include, the Literacy STEM Labs at Maple Hills or the dual language audio books at Discovery).

FLEXIBLE SEATING. We understand the need for flexible seating & classroom configurations and are learning more about the support required on a district level. We will not be reviewing grant requests for individual classrooms/buildings at this time.

PROFESSIONAL DEVELOPMENT. All requests for professional development must be reviewed by your Education Director. We do not fund professional development for individuals; however, we will review requests for groups. We also do not fund sponsorships.

Questions? Please email Laura Gaffney at l.gaffney@isfdn.org

1. Welcome to the Issaquah Schools Foundation!

Before applying, feel free to visit the [Issaquah Schools Foundation website](#) where you can review the grant workshop PowerPoint presentation, grant judging rubric, and the historical list of grants funded by the Foundation.

As you move through the questions, be mindful that the Foundation uses a blind judging process. **PLEASE <u>DO NOT</u> INCLUDE THE NAME OF YOUR SCHOOL OR ANY PERSONAL IDENTIFYING INFORMATION.**

There are two documents, the budget template and signature page, that you will need to download, complete, and then upload as part of your application. These two documents can be found on our [GRANTS](#) website.

You may enter and leave your application as often as you'd like while you are working on your grant, but be sure to click **SAVE** at the bottom of the application so that your work stays in the application. <u>Once you hit the submit button, you will no longer have access to your application</u>.

2. Grantee Information

Main Contact(s)

Main Contact's connection to the Issaquah School District: Administrator / School Staff / Student/Parent/Family member / Teacher / Other

Email address of main contact(s)

Grants Writer Name & Email (if different than Main Contact)

School or District Department

Supervisor (Principal or district supervisor)

3. Grant Narrative

Project Title – A short title that clearly states what the grant is for. Please be descriptive and clear. (I.e. "Heat it up - Bunsen Burners for science class")

Project Dates

How many students or teachers will be served by this project this year? (Please provide best estimate of those directly impacted this school year.)

If funded, will this project serve students/teachers beyond this school year? Yes / No

Please select the category that best describes your grant request: Arts / Community Outreach / Literacy / Music / Playground/Athletics / Social Emotional / STEM / Technology / Other

Summary

NOTE: ALL THE FIELDS IN THE APPLICATION ARE SET TO ACCEPT A SPECIFIC NUMBER OF WORDS. IF YOU PASTE IN MORE THE APPLICATION WILL TRIM YOUR ENTRY.

Proposal Summary: Please provide a 1-2 sentence summary of your proposal.

REMINDER: PLEASE DO NOT INCLUDE YOUR SCHOOL NAME IN THIS SECTION. Our judges review grants 'blind' to avoid unconscious bias toward any schools.

What do you want to do? Describe the project or activity. Be sure to include why the project is needed, who is targeted, and what are the goals. Feel free to include links to additional information. (i.e. website with pictures, further details etc.)

Why did you choose this approach? Does this approach demonstrate a new or innovative solution to an issue? If this project goes beyond the scope of one classroom, do you have buy-in from other teachers, staff, etc.? If so, please describe.

How will you measure impact from this grant? Please provide measurable outcomes (i.e. the number of participants, results from pre/post tests, satisfaction surveys, and/or quotes and stories from participants)

How will people know that the Foundation supported this project? (i.e. Issaquah Schools Foundation logo on project flyers, in emails/e-news, on websites, or with stickers on equipment purchased. Other innovative ways to share the news appreciated.)

Is this request scalable? Is this something that other classrooms and/or schools could easily implement to provide the opportunity for more students? Yes or no. If yes, briefly explain.

Is there anything else that you would like for us to know about your project? *Feel free to attach additional information about your grant if needed.*

Funding Information

What is the total budget for project- including sales tax and costs beyond the scope of this grant

What is the amount requested from the Issaquah Schools Foundation (0 to 3000 for CE; 3,001-10,000 for KB)

Has this project/activity been previously funded by the Issaquah Schools Foundation? Yes / No / Unsure

If so, how many years was the project funded?

Have you requested funding from other agencies/organizations (PTSA, school building funds, service groups etc.)?   Yes / No

If yes, please list in the following format: Funding Source/Amount Requested/Outcome of Request

For example: PTSA/$500/Waiting to hear; Building Funds/$1500/Received

If the Issaquah Schools Foundation cannot fully fund your request, how will this affect the project/activity?

Budget Information

Please submit the following information using the GRANT BUDGET TEMPLATE. Clicking the Grant Budget template link in this form will take you to the Foundation's grants webpage. The grant budget template link is just below the area where you get to the grant application.

Please itemize the planned expenditures of the entire project including sales tax and costs beyond the scope of this grant. Indicate which aspects of the project is specific to your request from the Issaquah Schools Foundation.

PLEASE DO NOT INCLUDE YOUR SCHOOL'S NAME IN THE DOCUMENT

Signature Page

All grant applications must be signed off by your school principal or Executive Director as applicable. If your work relates to a specialty within the district (i.e. Special Ed etc.) be sure you have discussed your grant request with the department director before submitting.

Download, complete, and upload your SIGNATURE PAGE to complete your application. Clicking the signature page link in this form will take you to the Foundation's grants webpage. The signature page file is just below the area where you get to the grant application.

Thank You

Thank you for the time and energy you have put into writing this grant! Please be advised that once you hit submit, you will no longer have access to make changes. We recommend you print a copy of your completed application for your records. For more information on the Grants process and timeline, please visit our GRANTS website. If you have any questions, feel free to email Laura Gaffney at l.gaffney@isfdn.org