Grants 101 for Educators

Ginger Williams

MegaResource School Librarian Workshop #7
Friday, February 23, 2007
Finding Grants

- Education World Grant’s Center
- Forecast of Funding (Dept. of Ed.)
  http://www.ed.gov/fund/grant/find/edlite-forecast.html
- Foundation Center
  http://foundationcenter.org/pnd/rfp/
- The Grantsmanship Center
  http://tgci.com/funding.shtml
- People who know you want to write grants!
Read the RFP

RFP = Request for Proposal
Do you qualify? Do your goals match?
Example 1: Improving Literacy Through School Libraries

- Comprehensive local programs to improve student reading achievement by improving school library services
- Collaboration among instructional and school library media staff
- Resources aligned with the local curriculum are added
- Extension of school library hours of operation
Example 2: HP Technology for Teaching

- Teams of five teachers
- Preference to projects that address mathematics and/or science
- Preference to schools that serve a high proportion of low-income students relative to their district
- Focused on using technology to teach, rather than on teaching students to use technology
- Specific technology integration project with a theme or focus that unifies the efforts of the teachers
Example 3: Coca-Cola Foundation

CLASSROOM TEACHING AND LEARNING

- Innovative K-12 public school programs.
- Teacher development programs.
- Smaller projects dealing with specific activities in the elementary and secondary classroom.
Read the RFP again

Highlight due dates, page limits, etc.
Check the scoring guidelines.
Highlight key words to repeat.
Highlight key words to repeat

Please see http://www.unshelved.com/archive.aspx?strip=20070219 for the cartoon which appeared on this slide during the original presentation.
Typical Sections

- Summary
- Needs Assessment
- Goals & Objectives
- Activities
- Evaluation Plan
- Budget
- Signatures, Certifications, EIN, etc.
Needs Assessment

Don’t want to see it in the news?
Put in your needs assessment file.
Needs Assessment

- Standardized tests, course failure rates, grades
- Poverty, adult educational attainment, unemployment, single-parent households
- Local surveys, interest inventories
- Circulation, collection age
- Access to other programs – public library, museum, community arts programs, public transportation
Many parents lack the education to help their children with homework. According to the 2000 US Census, 18% of adults in Barnwell County have less than a 9th grade education and another 21% did not complete high school.
On the Spring 2006 statewide reading assessment, 57% of students in grade 6 scored below basic. In September 2006, 32% achieved a Lexile measure below 600 on the Scholastic Reading Inventory, indicating they read below the 4th grade level. These students need to practice reading books at their reading level, but less than 100 books in the school library are at their reading level.
Needs Assessment Example 3

- The average age of the astronomy books in the school library is 27 years and the library has only one 14-year-old video on astronomy. Our small public library has only two astronomy books in the children’s section and seven in the adult section.
Goals & Objectives

Goals – Broad
Objectives - Measurable
Goal Example 1

The goal of this project is to improve student achievement in reading by helping students select books they can read independently, motivating them to read more, and encouraging parents to talk with their children about what they read.
Goal Example 2

The goal of this project is to increase 6th grade student knowledge of and interest in astronomy through innovative activities.
Objective Example 1

During the 2007-2008 school year, at least 70% of students at Williston-Elko Middle will qualify to vote in the SC Book Award Program by reading at least 5 books from the nominee list.
Objective Example 2

At the end of each nine weeks grading period, each of the five participating teachers will submit at least one unit plan with objectives, learning activities integrating technology, and evaluation plans for inclusion in the district curriculum guide.
Evaluation Plan

Parallel objectives.
Evaluation Example

Objective 1: During the 2007-2008 school year, at least 70% of students at Williston-Elko Middle will qualify to vote in the SC Book Award Program by reading at least 5 books from the nominee list.

Evaluation 1: The library media specialist will compare the list of students who qualified to vote in the SC Book Award Program with the list of students enrolled to determine the percentage who met objective 1.
Activities

Paragraphs, bullet lists, timelines?
Innovative or research-based?
Activity - Research Example 1

In a research review done for the United States Department of Education, Cullinan (2000) noted that the amount of freely chosen reading students do positively correlates with reading comprehension and academic achievement, but independent reading decreases as students grow older.
In *What really matters*…, Allington noted the importance of providing struggling readers with ample opportunities to practice at their independent reading level.
Activity – Connect to goals

The goals of this project are to improve reading achievement by increasing the time students spend reading independently, to help students find materials they can read easily, and to provide additional library materials to meet the needs of students who read below grade level.
Activity Example 1

The librarian will teach students to use their Lexile levels to identify magazine articles at their independent reading levels. MiddleSearch Plus, a full-text magazine database, includes Lexile levels for most articles. The librarian will show students how to limit searches by Lexile level, encourage students to read online, and waive printing charges for MiddleSearch Plus so students can take articles home.
Activity Example 2

Teachers frequently interest students in new subjects, from reptiles to Egyptian mummies, but struggling readers need help finding books and articles they can read independently. The librarian will work with teachers to develop reading lists of books related to topics being studied. Reading lists will include Lexile levels to help teachers suggest books for the struggling readers in their classes.
Activity Example 3

The team will collaborate to involve parents and encourage students to learn more about astronomy independently.

- Science teacher – parent night with telescopes & star maps
- Reading teacher - constellation myths
- Librarian - astronomy booktalks
- Science teacher & librarian - virtual field trip to observatory (school day and PTA?)
Timeline Example

- September 2007 – Begin extended library hours, M-Th. Librarian works with PTA to organize Winter Writers’ Festival. Begin daily student booktalks on school news broadcast. Receive and setup equipment.

- October 2007 – Mid-term progress evaluation. Workshop of reading fluency and Lexile levels.
Budget

All we care about is helping students learn! But, we need a little money....
Budget

- Remember shipping and tax.
- Match items with activities.
- Explain amounts.
- Group small items.
- Are matching funds required? Can they be in-kind?
- Salaries require benefits!
- Consult district finance office.
Budget Example 1

Supplies for student projects..................$490
  Posterboard, markers, glue sticks, etc.
  245 students @ $2 per student
Astronomy videos (7 videos)....................$630
Astronomy books ..................................$414
  (23 books @ average price of $18)
Budget Example 2

Librarian salary supplement, 20 days summer work, 4 hrs/day, $15 per hour
Bus driver salary, observatory trip, 8 hours, $8 per hour
Benefits, district match
  FICA $----- @ --%, Retirement $---@---%
Budget Example 3 - Matching

Librarian for extended school hours
  Salary: 2 hrs/day x 2 days/wk x 40 wks x $15 per hour = $2400
  Benefits: $2400 x 28% = $672

Technical support salary for lab setup
  30 computers x 0.5 hours x $18 per hour

Facilities, electricity, water
Signatures, Certifications, EIN, etc.

Check forms for items someone else must supply.
Summary

Tells grant reviewer what to expect.
Can be turned into press release.
Prepare now to write

- Start a needs assessment file.
- Read other people’s applications.
- Be sure library is in school strategic plan.
Why strategic plan?

Under this proposed priority, we would give priority to projects that demonstrate in their grant applications that the proposed literacy project services are comprehensive and aligned with a school or district improvement plan.

Notice of Proposed Priority for Improving Literacy Through School Libraries from the Federal Register: December 20, 2006 (Volume 71, Number 244)
Research Examples: Citations


If at first you don’t succeed…

Review the score sheet and comments.
Read some winning applications.
Revise and resubmit.