

THE PROGRAM

The Chambersburg Area School District Foundation provides funds for innovative educational projects through Grants for Staff twice each year.

Grants will be rewarded to enable unique teaching strategies to become a reality.

Grant programs are not a new idea. Since this program's inception in 1991, over \$300,000 in grants have been funded. The primary goal is to reward staff with an opportunity to put creative and unique ideas into practice.

Materials developed in such projects frequently have become part of a school's regular curriculum. The excitement generated by a single grant can influence the learning climate of an entire school.

Grants are effective in that they put funds directly into the classroom where they can do the most good.



SELECTION CRITERIA

All applications will be reviewed by the CASD Foundation Board of Directors. The Foundation has budgeted a total of \$35,000 for the two grant rounds in 2008-09, and projects will be chosen on a competitive basis. The average amount of grants awarded in the past has been in the \$1500-2500 range.

Each proposal will be reviewed with respect to the following criteria.

PROJECT

1. Is the project innovative?
2. Is it curriculum-related?
3. Does it have the potential to affect large numbers of students?
4. Will it have continuing benefits? (Are the requested materials reusable)?
5. Does the project have the potential to involve the community in some way?

NOTE: The Foundation is reluctant to fund field trip requests, food items or transportation. Such requests would need very strong justification.

PROPOSAL

1. Is proposed project clearly stated? Are the goals realistic and worthwhile?
2. Are the procedures to be followed clearly described? Are the methods, needed materials, resource personnel, tentative schedule and completion date specified?
3. Is the budget request reasonable and sufficiently detailed? All proposals must include an itemized budget.
4. Have the funds for this project been requested through the regular CASD budget?

APPLICATION PROCEDURE

Interested applicants should complete the following process:

1. Think of a project you would like to try in your classroom. You may wish to work with other teachers, administrators, and/or parents. Involve the students; get their ideas.
2. Calculate the cost of the project. Obtain prices for the materials and supplies you'll need, including shipping costs if appropriate.
3. Carefully complete the application form. These forms are available in the public folder, or you may call Beth Luka, Executive Director of the Foundation, at 263-8825.
4. Submit your application to the Foundation by the deadlines:
November 26, 2008 & April 3, 2009.

IMPORTANT TO NOTE

- Applications from Elementary Teachers must have the signature of the Head Teacher and Regional Principal. Secondary applications (CASHS, Faust, CAMS) must be signed by the Department Head and the Principal.
- All applications involving Technology must also be reviewed & signed by Mark Long, Dir. of Technology.
- Applicants will be notified of the Board's decision, and projects must be completed by June 30, 2010.

FREQUENTLY ASKED QUESTIONS

Q. Does this involve a lot of paperwork?

A. No. The application form is simple. Should you receive a grant, you will be asked to submit a one-page final evaluation report upon completion of your project that includes both quantitative and subjective data as well as a detailed budget report.

Q. What kind of project may I propose?

A. Almost anything that is innovative, related to the curriculum and directly involves your students. Your project will be judged along with other proposals according to the criteria listed in this brochure.

Q. Can my project include the purchase of equipment such as a camera, Smartboard or Symposium?

A. Only if it is an integral part of your project. Requests should be for equipment unique to the project. The purchase of electronic hardware not vital to the project will not be funded. Project funds may be used to purchase equipment, but not when they are ends in themselves.

Q. If I am awarded a grant, how soon may I start my project?

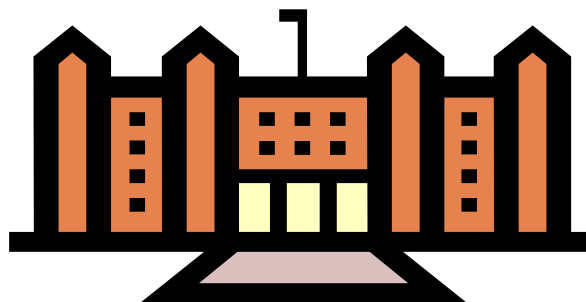
A. Almost immediately.

Q. If my project involves a large number of students, will that improve my chances of receiving a grant?

A. Not necessarily. Having a large number of students involved in a project can be a plus but this is only one factor that's considered.

IMPORTANT DATES

- Deadline for grant applications:
- November 26, 2008
- April 3, 2009
- If you have questions or need further information, please call Beth Luka, Executive Director, at 263-8825 or e-mail: lukalis@chambersburg.k12.pa.us



SEND APPLICATIONS TO:

Lisbeth S. Luka
Executive Director
CASD Foundation
435 Stanley Avenue
Chambersburg, PA 17201

THE CHAMBERSBURG AREA SCHOOL DISTRICT FOUNDATION



GRANTS FOR STAFF PROGRAM 2008-09