



AGISDEF GRANT Program 2023-2024 Timeline

September	Call for Grant Applications
October 1	Grants Due
October 2	Grant applications submitted to Grant Selection Committee
October 15	Grant Review Task Force Meeting to Finalize Recommended Grants to Fund
October 23	Education Foundation Board of Directors Meeting
November 7	Grants submitted the School Board
November 15	Prize Party!

NOTE: Ten (10) MINI grants of up to \$500 each will be awarded and have been funded for Fall 2023. Depending on funding, Five (5) OPPORTUNITY grants of up to \$1000 each may also be awarded, and Two (2) STRATEGY grants of up to \$5000 each may also be awarded, all within the first six months of the 2023-2024 school year. **The funds for these grants MUST be used by the end of school for the 2023-2024 academic year.**

Also depending on funding, more Mini grants, Opportunity grants and Strategy grants may be awarded for Spring 2024 and will be available for funding Fall 2024.

A timeline for the grants to be awarded Spring 2024 will be available beginning December 2023. **Watch the website for more details.**



Opportunity and Strategy Granting Program

Guidelines for Grant Applications

Purpose:

The Foundation's purpose is to enrich the education of all students within Alba-Golden ISD by providing needs-based additional resources, outside the scope of regular school budgets. The Education Foundation believes several factors can influence a student's ability to learn and will deliberate on all applications. The Granting Program is designed to encourage, facilitate, recognize and reward innovative and creative instructional approaches to the accomplishment of program objectives. The Alba-Golden ISD Educational Foundation (AGISDEF) is offering employees the opportunity to apply for grants to support innovative programs or projects to enhance learning. The grants must align with the campus, department or district vision, improvement plans, or strategic plans.

Persons Eligible to Apply for Grants:

All employees of the Alba-Golden School District are eligible to apply.

Eligible Proposals:

Instructional approaches or projects designed to begin during the 2023-2024 school year. Grants are supplemental and above and beyond what is funded traditionally by tax revenue. Grants should be complete, easy to understand the projected outcomes and submitted prior to the deadline.

Award of Funds:

Grants of up to \$1,000 will be awarded to individual initiated programs or projects. Grants of up to \$5,000 will be awarded to campus teams and departments. The number of awards will depend on funds available from AGISDEF.

Selection Criteria:

- The degree to which the grant supports the district goals and the Campus Improvement Plan and is aligned with the vision of the school system.
- The degree to which the grant proposal represents a creative or innovative approach to accomplish objectives. Funds are not typically available for recurring programs/projects. (The proposal should address a new project as opposed to one accomplished or under way.)
- The degree to which a student's academic performance is emphasized.
- The degree to which the proposal is clear and logical, including (a) specificity of objectives; (b) clarity of description of instructional procedures, methods, or treatments; and (c) correspondence among evaluative procedures, objectives and treatments.
- The degree to which measurable objectives are incorporated in the proposal.

Only page 2 & 3 of the Grant Application should be submitted to the AGISDEF electronically.

Email application as an attachment to grantapplications@agisdef.org.

Selection Process:

1. Application forms may be obtained online through the web page at www.agisdef.org.
2. Applications must be reviewed by campus leadership for congruence with campus programs and signed by the principal, for applicants employed at a campus.
3. Signed applications are due to the AGISDEF office, no later than the date selected by the AGISDEF Board of Directors.
4. Applications will be reviewed and commented on by the Grant Review Committee and may include the following: members:
 - a. At least 2 AGISDEF directors appointed by the AGISDEF President
 - b. Superintendent or their designated admin appointee
 - c. Two members of the district who are now retired.
 - d. Parent representative appointed by the AGISDEF.
 - e. Others as determined by the AGISDEF Board of Directors
5. If recommended for approval, the application will be presented to the Board of Directors of AGISDEF in summary form for review and formal approval.
6. If approved by the AGISDEF Board of Directors, the application is collectively presented to the Alba-Golden School Board for formal acceptance of the grant funds.
7. Applicants will be notified of the grant status by the committee or Director.

Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the school year intended for the project.
- Project must be fully implemented, and final report submitted to AGISDEF before recipients can apply for another grant.
- Recipients agree to share successful procedures with the district.

When applying for a grant, please remember the following:

- Grants are to be used to fund projects that are not provided for in the school and district budgets.
- Objectives and outcomes should be consistent with the goals of your school and the district.
- When creating your budget, research carefully and be realistic. Small grants are just as likely to be awarded as large grants. Partial funding will be considered. Funds will not be awarded for budgeted items available from district resources.
- ***Grant Applications should be submitted to AGISDEF electronically via email to grantapplications@agisdef.org. A hard copy with the original signatures on the cover sheet must be forwarded to the AGISDEF office.***

Tips for a Successful Application

Statement of Need:

- Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.
- Keep the statement simple and straightforward.
- Show how the project is innovative.

Objectives:

- Limit the number of objectives.
- Imply or state evaluation in the statement of objectives.
- Be specific.

Description of Proposed Project/Activity:

- Describe the problem or issue addressed.
- Show how the project supports the purpose.
- List steps to be followed in project implementation.
- Relate project to need and objectives.
- Be specific.

Evaluation:

- Relate to stated objectives.
- Indicate how you will know whether the project was successful.

Partners:

- Are there others who will participate in this project?
- What will their roles be?

For school-related trips, please note:

- Schools and parents typically cover costs of school-related trips that provide enrichment opportunities. The AGISDEF can only assist those students who may not be able to afford these trips.
- The amount covered by schools must be included on the form.
- All Clubs are expected to fundraise for trips to offset costs; this amount must also be included.
- Plan to attend the meeting when your application is being considered to answer questions by AGISDEF Directors.
- All students' personal information is redacted before application is submitted to the AGISDEF Directors.

Once an application is received, it will be reviewed by the Board of Directors and applicants will be notified about the status of their request within 60 - 90 days of each request. If additional information is needed, the staff will be contacted, and the required information should be submitted as soon as possible. A delay in submission of the information could result in a delay in final review of the grant request.

After electronic submission, **please print off the application cover page and Grant application and submit a hard copy** to the **AGISD Education Foundation, PO Box 97, Alba, TX 75410** or drop it off in a sealed envelope at the district administrative office with the following:

**ATTN: Dr. Shelby Davidson, Superintendent &
AGISD Education Foundation Grant Committee**

clearly written on the outside of the envelope.



Granting Program Application Cover Page

Project Title: _____

Name of Applicant(s)

Signature of Applicant(s)

School(s) _____

Grade(s) _____

(list each grade level)

Subject(s) _____

Number of Students _____

Amount of Grant requested \$ _____

Primary target population to be served:

___ students (target group: _____)

___ parents

___ teachers

___ administrators

___ other (please explain) _____

Implementation dates: _____

Signature of Principal _____ Date: _____

Signature of Director of Instructional Technology* _____ Date: _____

* Required when funds will be used to purchase technology and/or media equipment.

Abstract (no more than 100 words)

(This page will not be seen by the Review Committee)



AGISD Education Foundation
PO Box 97, Alba, TX 75410
903.474.1786
www.agisdef.org

Granting Program Application

Project Title: _____

Grade(s) _____ Subject(s) _____ Number of Students _____
(List each grade level)

CHECK ONE: This project is:

- new to the district new to my campus new to me.

CHECK ONE: Have you received funds for this project from AGISD previously?

- Yes No

DIRECTIONS: Please provide a summary for each area listed below.

Need: (Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.)

Objectives: (State measurable objectives in terms of expected outcomes.)

Description of Proposed Project/Activity: (Describe what you want to do with the grant funds. List activities and timeline. How is it innovative?)

Evaluation Strategy: (Describe how you will know if your objectives are met. How will you share your program's successes with your peers?)

Partners: (Identify any school and/or community partners involved in the project and their respective roles.)

Sustainability: (If funded, how will you continue the program/project in the future? What will be the recurring costs? Can the project be scaled by the district if desired?)

DIRECTIONS: Note the budget distribution for each category. Be specific.

Budget Items	Amount	Vendor if applicable	Budget Code Business Office
Supplies/Equipment (please list)			
District Contribution			
Club/Activity			
How much was raised Via Fundraising			
Family contribution			
Other organizations amount donated.			
Contracted Services (list consultants)			
Other:			
TOTAL			

(This page will only be used by the Review Committee ONLY – please leave blank)

AGISD Education Foundation
Criteria for Grant Reviewer Scoring Matrix

Application Number _____

Evaluator # _____

Project Title _____

Please rank the effectiveness of each item with 3 being high and 1 being low. Circle the number that best describes each statement.

Please check the statement below that best describes how you would rank this application.

- I would recommend funding this project.
- I would recommend partial funding. Amount? \$ _____
- I would recommend funding this project if there was extra money.
- I would not recommend funding this project.

Additional Comments (please use back if necessary)

Criteria				Weighted Amount	Weighted Total
The need is clearly stated. Supports districts and campus goals.	3	2	1	X 3	
Objectives are specifically stated and measurable.	3	2	1	X 2	
Activities/procedures specifically stated and relate to purpose and objectives. Innovation is apparent.	3	2	1	X 3	
Evaluation strategy is clearly stated and relevant to the objectives and student performance.	3	2	1	X 2	
Budget is complete, realistic, accurate and appropriate.	3	2	1	X 2	
Project includes participation and support of parents, community and/or business partners.	3	2	1	X 1	
GRAND TOTAL					