



Ballard Education Foundation

GUIDELINES FOR TEACHER GRANT APPLICATIONS

Application Deadline: October 9, 2023

Mission Statement - The mission of the Ballard Education Foundation is to enhance the educational experiences and opportunities available to students of Ballard Community Schools by partnering with individuals, alumni, businesses, organizations and the community.

Through the Teacher Grant Program, teachers are able to apply for funds, up to \$2,500, to provide financial support to develop new and innovative instructional ideas for their classrooms. All teachers are encouraged to apply.

The following guidelines will assist you in applying for a Ballard Education Foundation Teacher Grant. The information that you provide on your application will be the basis used by the Foundation Board members to determine the merits of the grant and ultimately the award decision. Meals, travel expenses for staff or students, teachers' salaries beyond the school day, and small consumables are not included in the funding criteria. The last priorities to be funded would be furniture and software. If you have any questions or need help, please contact Tari Thompson at 712-253-0587, Karissa Niece at 515-478-0794 or email info@ballardedfoundation.org.

Please note that it is required that the principal of your building be made aware of the teacher grant request before it is submitted. This ensures that the appropriate administrative personnel are aware of your submission of a grant application and can accommodate any necessary support. In some situations, it may also be necessary to discuss items you would like to request with Katie Claeys, if an item listed would involve a major curriculum decision, or Dave McGill, if related to technology. Your building principal can discuss with you whether this additional step is necessary.

Applications will be reviewed on a competitive basis, and a limited number of grants will be awarded. The deadline for submission of applications is October 9, 2023. Winners of the 2023-224 Teacher Grants will be announced in November. Each project selected will be funded to begin at that time, and it is expected that grants be expended or scheduled within 90 days. The Foundation Board will review each application using the following criteria:

- Is the statement of the proposed project clear?
- Are the objectives clearly stated? Are they realistic and worthwhile? Do they align with the building and/or district goals?
- Are the procedures to be followed clearly described? Are the methods, needed materials, resource personnel, a tentative schedule and completion date specified?
- Is the budget request reasonable and sufficiently detailed?
- Is the proposed project innovative? Is this a new project (as opposed to similar projects in progress)? Is this project value-added to student learning?
- Does the project have promise of benefiting students in the school in which it is being conducted or the system as a whole?
- Grant may be used to compensate experts (i.e. authors or artists) who come to work with students, but not to pay teachers or staff for professional development (i.e. continuing education).

SUBMISSION OF TEACHER GRANT APPLICATION

Submit completed application using the link for the google form. You can access the link on the website at www.ballardedfoundation.org and click on Grants. Choose Teacher Grants.

Based on the review of the Foundation Board, the Foundation will take one of two actions: (1) approve the application for partial or full funding, or (2) not approve the application. At the completion of the process, you will be notified about the board's decision concerning your application.

The implementation of this program is made possible by financial support of the Ballard Education Foundation. Publicity on grants is encouraged. Please acknowledge support from the Ballard Education Foundation grant program whenever possible.

Thank you for your interest in applying for a Foundation Teacher Grant.

Ballard Education Foundation Board
Programs & Proposals Committee