2018 Grant Application

Palo Alto Partners in Education

Project Name*

Name of Project

Character Limit: 100

Project Description

Description of Project

Character Limit: 2000

Application Questions

THANKS FOR APPLYING!

The PiE Innovation Grants program is an important part of how PiE supports PAUSD staff.

Please read the instructions for each question carefully and include all information requested. Indicate "N/A" if a question is not relevant to your proposal.

To avoid losing work due to computer or Internet crashes, click the "Save Application" button at the bottom periodically.

You may download and print the instructions separately to help organize your thoughts; just click the "Print Questions" button directly above.

If you prefer, you can work on each question offline: Copy and paste the questions into a Word document; then copy and paste your answers into the online application. Please note that each field has a character-count limit.

The application deadline is **February 26, 2018.** We will notify you of our decision on your proposal by April 27, 2018.

Questions? Please contact us at piegrants@papie.org. Good luck!

IMPORTANT! PLEASE NOTE:

- PiE Innovation Grants can be for any amount, though most proposals for individual projects are for up to $3,000, and those with collaboration with other teachers or schools are for up to $15,000.

- If you have any questions about the application or approval process, please contact us at piegrants@papie.org

- Please put as much detail in your application as possible. We want to know **who** it will benefit, **why** it's a valuable project, **how** you will implement it, **what** is innovative and **when** you will know if it's successful!

- We do NOT fund: iPods, iPads, ChromeBooks, laptops, furniture, food, transportation, or consumables that would need to be purchased each year. We generally do not fund professional development.

- We tend to favor: Projects that integrate several departments, curriculum development that is not part of regular intra-departmental planning, special equipment that can be used over several years, and seed projects that can expand easily to other classes or schools.

APPLICANT INFORMATION

To apply, you must have one of the following affiliations with the Palo Alto Unified School District:

- Teacher
- Principal
- Classified employee
- Student group *(under teacher supervision)*
- Parent group (e.g., PTA, Site Council with PAUSD sponsorship)
- Community group

  Applications by parent, student or community groups must be submitted by a PAUSD staff sponsor with a ...@pausd.org address.

The person with the account will be listed as the "Lead" Applicant. Please be sure the information in your profile is current (especially which school you are with). If there are multiple applicants, the additional applicant names and schools should be entered below.

Applicant 2

Enter Name

Character Limit: 100

School 2

School Name

Choices

Elem: Addison
Elem: Barron Park
Elem: Juana Briones
Elem: Duveneck
Elem: El Carmelo
Elem: Escondido
Elem: Fairmeadow
Elem: Walter Hays
Elem: Hoover
Elem: Nixon
Elem: Ohlone
Elem: Palo Verde
Middle: JLS
Middle: Jordan
Middle: Terman
High: Gunn
High: Palo Alto
Other: Young Fives
Other: LPC Hospital School
District
All Elementary
All Middle Schools
All High Schools

Applicant 3

Enter Name

Character Limit: 100

School 3

School Name

Choices

Elem: Addison
Elem: Barron Park
Elem: Juana Briones
Elem: Duveneck
Elem: El Carmelo
Elem: Escondido
Elem: Fairmeadow
Elem: Walter Hays
Elem: Hoover
Elem: Nixon
Elem: Ohlone
Elem: Palo Verde

Middle: JLS
Middle: Jordan
Middle: Terman
High: Gunn
High: Palo Alto
Other: Young Fives
Other: LPC Hospital School
District
All Elementary
All Middle Schools
All High Schools

Applicant 4

Enter Name

Character Limit: 100

School 4

School Name

Choices

Elem: Addison
Elem: Barron Park
Elem: Juana Briones
Elem: Duveneck
Elem: El Carmelo
Elem: Escondido
Elem: Fairmeadow
Elem: Walter Hays
Elem: Hoover
Elem: Nixon
Elem: Ohlone
Elem: Palo Verde
Middle: JLS
Middle: Jordan
Middle: Terman
High: Gunn
High: Palo Alto
Other: Young Fives
Other: LPC Hospital School
District
All Elementary
All Middle Schools
All High Schools

Applicant 5

Enter Name

Character Limit: 100

School 5
School Name

Choices
Elem: Addison
Elem: Barron Park
Elem: Juana Briones
Elem: Duveneck
Elem: El Carmelo
Elem: Escondido
Elem: Fairmeadow
Elem: Walter Hays
Elem: Hoover
Elem: Nixon
Elem: Ohlone
Elem: Palo Verde
Middle: JLS
Middle: Jordan
Middle: Terman
High: Gunn
High: Palo Alto
Other: Young Fives
Other: LPC Hospital School
District
All Elementary
All Middle Schools
All High Schools

NUMBER OF STUDENTS SERVED

Who Will Benefit?*
Please enter the number of students who will benefit from this grant in its first year/cycle.

Character Limit: 100

Future Impact
If this project will have a continuing benefit in future years, please estimate how many students per year, and for how many years. (Please note: We are not asking here about the potential impact of future funding, which is the subject of a later question.)

Character Limit: 500

BUDGET

Requested PiE Grant Amount*

Please indicate the grant amount you are requesting from PiE. (Exclude any additional funding that you may receive from other sources.) This amount may be different from your Total Project Cost that you will report below.

Character Limit: 20

Budget Worksheet

Please complete a Budget Worksheet and upload it by clicking the Choose File button below.

Please note:

- We fund the reasonable cost of consumables related to equipment required for the project. Example: light bulb for an overhead projector funded by the grant.
- We do not fund classroom consumables routinely used independent of a project. Examples: paper, toner, paint.

The Worksheet must show:

- The source for your pricing.
- Any shipping fee (or indicate if it is included in the sales price).
- 9% sales tax for any items (PAUSD must report sales tax).
- Cost of consumables -- and, if they do not qualify for PiE funds under our policy above, how you will pay for them.
- Any other funding source.

You may provide more information in the text box.

Character Limit: 1000

Click the Upload a File button to upload your Budget Worksheet.

File Size Limit: 5 MB

Total Project Cost

Please indicate the total budget for the project. (The amount here should agree with the "bottom line" in your Budget Worksheet.) Your Total Project Cost may be greater than the amount you are requesting from PiE, especially if you are receiving additional funding from other sources.

Character Limit: 1000

PROPOSAL

Brief Project Summary

Please provide a very brief description of the proposed project. What will the project do?

Character Limit: 300

Full Description: Objectives

Please tell us why this project is needed, its specific objectives, and how it is related to your site or curricular plan. What is the problem or need your project addresses? How will you work to fix it?

Character Limit: 1500

Full Description: How Project Funds Will Be Used

Please describe specifically how the funds will be used to achieve your project objectives. What will this grant provide?

Character Limit: 1750

Full Description: Expected Outcomes

What outcomes (i.e., impact on student learning or teaching methods) do you expect from this project? How long before you can gauge its success?

Character Limit: 1500

Professional Development, if applicable

If your project includes professional development, how will it improve student outcomes? How is this training different from what the District would provide?

Character Limit: 1500

Project Timeline

Please outline the schedule for implementing this project. (Alternatively, if you prefer, you may upload a document, using the "Upload a File" button below, with your timeline.) When developing the timeline, please keep in mind our time frame for awarding grants. For approved projects, funds are given to the District in May. Spending can begin in the summer for early preparation if needed. We do not reimburse retroactively for expenses incurred before May.

Character Limit: 750 | File Size Limit: 1 MB

Innovation

Is this project new and different? If so, please explain why.

Character Limit: 1500

Sustainability

We look for projects that will continue with other funding or can be sustained on its own after PiE's initial grant. Will additional funds be needed to continue this project in future years? If so, are funds potentially available from other sources to fully meet these needs? Please explain. (If this grant is for a one-time activity or pilot, please enter "N/A.")

Character Limit: 1500

Replicable

Can this project be replicated later in other PAUSD classrooms or schools? If so, how? What resources, if any, would be needed to expand it?

Character Limit: 1500

Collaboration

Please identify any other PAUSD staff who will collaborate with you in implementing this project. (Please note: Our interest here is in possible collaboration among staff, not among students or between students and staff.)

Character Limit: 1500

Collaboration Documentation

Are you willing to prepare an instruction guide for other PAUSD staff to replicate this project?

Choices

Yes
No
N/A

Plan for Evaluation

How will you evaluate student outcomes as a result of this grant? Please relate the evaluation to the Objectives and Expected Outcomes described in this proposal.

Character Limit: 1500

SUPPORTING DOCUMENTATION
Please upload any photos, pages from catalogs or other supporting documents below. Each file may only include one document. This section is optional.

Attachment 1

Please describe the file you are uploading.

Character Limit: 250 | File Size Limit: 3 MB

Attachment 2

Please describe the file you are uploading.

Character Limit: 250 | File Size Limit: 3 MB

Attachment 3

Please describe the file you are uploading.

Character Limit: 250 | File Size Limit: 3 MB

NOTIFICATIONS

Principal or IS Informed

PiE requires you to notify your principal or Instructional Supervisor (if applicable) of this grant application. Please confirm below that you have done so.

Choices

Yes
No

Principal or IS Name

Enter name of Principal or Instructional Supervisor.

Character Limit: 100

Technology Department Informed

If you are applying for a grant that will fund technology, PiE additionally requires you to notify the technology department at your school or the District office about your proposal. Please confirm below that you have done so. (Click "N/A" if you are not applying for a grant to fund technology.)

Choices

Yes
No
N/A

Technology Department contact

Enter the name of the Technology Department representative you contacted.

Character Limit: 250

FINAL STEPS

Acceptance of Terms

By submitting this application, you agree: Any property acquired through this grant is the property of PAUSD; if you leave the District, you will leave such property with your school; and if you leave the district, any unspent grant funds will revert to Palo Alto Partners in Education.

Choices

I Accept
I Do Not Accept

When you have completed your application:

1. Click "Save Application";
2. Click "Application Packet" (at top left of screen) if you wish to print or save a copy of the file on your computer;

3. Click the "Submit Application" button at the bottom of the screen.

After submitting the application, you can check its status when you log onto the site.