

PiE Innovation Grants Application

Introduction

PiE Innovation Grants Application

Thank you for applying!

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

The program emphasizes new ideas and collaboration and welcomes applications from teachers and other staff who are seeking to innovate, to create, and to work together with others. Special consideration is given to grant applications that will encourage collaboration among grade levels or different schools. The grant committee also prefers to see grants where the lessons learned from the project can be expanded to benefit other grades or schools.

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 And Finish Later" button at the bottom periodically. This will bring you back to your account screen. Click on the application name to resume.

If you prefer, you can work on each question offline: Copy and paste the questions into a word processing document, complete each section, and then copy and paste your answers into the online application. Though the fields have a large character-count, keep your answers as brief as possible while conveying the necessary details.

The application deadline is February 24, 2020. We will notify you of our decision on your proposal in April 2020.

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 typically 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 about your project, 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 do not fund ongoing staffing (that is instead funded through our "Big Gift" grant to the District and Principals).

- 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

Applicant Notes

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 a parent, student or community group must be submitted by a PAUSD staff sponsor with a ...@pausd.org email 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 as Co-Applicants below.

Lead Applicant

Prefix
<None>

First Name

Last Name

E-mail

Phone Extension

Lead School Name

Additional Applicants

Co-Applicant - 1

Prefix
<None>

First Name Last Name

School Name

Department or Organization

If you are not with a school (i.e., District staff or a community partner), please list your department or organization name.

Co-Applicant - 2

Prefix
<None>

First Name Last Name

School Name

Department or Organization

If you are not with a school (i.e., District staff or a community partner), please list your department or organization name.

Co-Applicant - 3

Prefix
<None>

First Name Last Name

School Name

Department or Organization

If you are not with a school (i.e., District staff or a community partner), please list your department or organization name.

Co-Applicant - 4

Prefix First Name Last Name

<None>

School Name

Department or Organization

If you are not with a school (i.e., District staff or a community partner), please list your department or organization name.

Project Details

Project Details

Project Name

Project Description - Summary

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

Number of Students Served

Who Will Benefit?

Please enter the number of students who will benefit from this grant in its first year/cycle.

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 you expect the project to continue. (Please note: We are not asking here about the potential impact of future funding, which is the subject of a later question.)

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.

Budget Worksheet

Please complete a [Budget Worksheet](#) and upload it by clicking the Choose File button below.

**** Please name the file with your project title, so that when it's uploaded we know which project it is for! ****

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.
- We do not fund transportation or ongoing staff salaries.

The Budget Worksheet must show:

- The source for your pricing.
- Any shipping fee (or indicate if it is included in the sales price).
- 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.

Budget Worksheet

Please rename the file with your project's title before uploading it!

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.

Proposal

Project Description - Detailed

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

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?

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?

Expected Outcomes

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

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?

Project Timeline

Please outline the schedule for implementing this project. When developing the timeline, please keep in mind our timeframe 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 the Business Office sets up a PO for the project in May.

Innovation

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

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.")

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?

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.)

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.

Classifications

Program Area

Choose the category the best matches your project. You may choose more than one. Please be as specific as possible.

Age Group

Choose the age group(s) of students that your project is targeting. You may choose more than one.

Schools or Departments Served

Choose the schools or District departments that will participate in this project. You may choose more than one.

Type of Need

Choose the categories that best match your project request. You may choose more than one.

Additional 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

Attachment

Attachment

Notifications

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.

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. (Leave as "--" if you are not applying for a project that uses technology.)

Final Steps

Acceptance of Terms

I agree that any property acquired through this grant is the property of PAUSD; if I leave the District, I will leave such property with my school; and if I leave the District, any unspent grant funds will revert to Palo Alto Partners in Education. (Check the box to state your agreement to these terms.)

No

Submit Your Application

- Click On "Review and Submit" below. You will be taken to another screen showing your application responses.
- Review the application in its entirety and scroll to the bottom of the page.
- Click on "Submit." **Your application will not be submitted until you click on the final "Submit" button!**