



WEP MINIGRANTS

2019 -2020 APPLICATION GUIDELINES

Submission Deadline - **September 16, 2019**

Minigrants are cash awards funded by the Wilson Education Partnership (WEP) to educators for innovative and creative classroom and professional development projects.

What is the purpose of these grants?

The purpose of WEP grants is to support educators and the Wilson County Public Schools. Grants will be awarded on a competitive basis to educators for worthy projects that show the promise of benefiting students and improving educational performance. Grants will be awarded to applicants that can demonstrate that grant funds will provide a tangible, positive impact on their students. This can include college and career readiness, STEM, science and math focuses, education enrichment programs, professional development, capital expenditures, instructional materials, etc. This list is not exhaustive. The grant committee will entertain all requests; however, student prizes, recognition and awards will not be a high priority.

Grants should not be used to supplant state, local, or federal dollars already available to schools. Funding is a one-time allocation with no adjustments or recurring expenses. **Materials and equipment purchased shall become the property of Wilson County Public Schools and must stay in the school for which the grant was written.** Project purchases involving technology must be reviewed with a WCPS technician/technology facilitator to ensure that the purchase will be compatible with and is supported by district and individual school technologies.

Who can apply?

Any Wilson County Schools K – 12 certified personnel who have direct contact with the students who will be involved in the project.

How much funding can be requested?

The *maximum* grant amount that will be funded for any project is \$1,000.

Who selects the grant recipients?

Members of the WEP Board of Directors will review applications and select the winners. The WEP Grant Selection Committee may confer with central level WCS instructional leaders for additional information as needed to assure that projects are aligned with WCS strategies. All grant applications are reviewed without knowledge of the school or educator applicant(s). Grants will be awarded based upon merit of the proposed project.

Where do I get an application?

Email WEP Executive Director Robin Williams at rwilliams@wilsonedpartnership.com to request an application, or visit the Wilson Education Partnership or WCS website.

Where do I email the grant application?

Only electronic copies will be accepted, no paper copies.

Completed applications must be received by 5 p.m. on Monday, September 16, 2019.

Email: rwilliams@wilsonedpartnership.com

Applications must include the signed Cover Page. If the project includes a technology funding request, make sure to include the signature of a WCS technician or technology facilitator.

School and applicant names should **only** be included on the Cover Page; **do not** mention school or personnel names in the Grant Application.

When will recipients be announced?

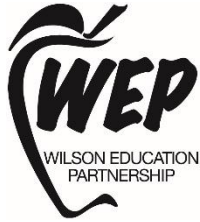
Recipients will be announced by October 30. All grant applicants will receive written notification of the funding decisions.

When will funds be available?

Funds for the approved grants will be available to WCS on or before November 5, 2019. Funds, and associated bookkeeping procedures, will be distributed by WEP according to policies established with the Wilson County Schools finance office. All funds must be used before June 7, 2020. Any unused funds remaining after all project expenses are incurred will revert to Wilson County Schools to be used for subsequent health and wellness, college and/or career readiness initiatives, or professional development.

What are grant recipient responsibilities?

Recipients will be expected to collaborate with WEP to publicize the funded project within the community.



GRANT APPLICATION PACKAGE
2019 -2020
Submission Deadline – September 16, 2018

Cover Page

Applicant(s) _____

School _____ Grade Levels _____ Date _____

Title of Project _____

Total Cost of Project \$ _____ Grant amount requested from WEP \$ _____

Are other project funds available? ____yes ____no
 If yes, explain source and amount _____

Signature(s) of Applicant(s) _____

I have read this application and fully support its implementation within the school. I certify that this application is aligned with the NC Standard Course of Study and supports our School Improvement Plan. To the best of my knowledge, the materials requested are not presently available in this school.

Signature of School Principal _____ Date _____

For any purchases involving technology, the following authorization is required:

I have discussed the request with the applicant(s) and verify that these purchases are compatible with the network and supported by the school district.

Signature of WCS Technician or Technology Facilitator _____

Email the Signed Cover Page, Application and Budget Sheet to WEP by 5 p.m., September 16, 2019 to Robin Williams at rwilliams@wilsonedpartnership.com. No paper copies will be accepted, only electronic copies.

WEP 2018-2019 Mini Grant Application

1. Review the skill buckets below. Please select the Skill(s) and/or Subject(s) your proposed project addresses. Select as many are applicable to the project.

Fundamental Subjects	
English, Reading, Language Arts Foreign Language Arts Math Economics	Science Geography History Government & Civics
Life Career Skills	Learning & Innovation Skills
Flexibility & Adaptability Initiative & Self Direction Social & Cross-Cultural Skills Productivity & Accountability Leadership & Responsibility	Critical Thinking/Problem Solving Collaboration/Communication Creativity/Innovation
Inter-disciplinary Subjects	Information, Media, Technology Skills
Global Awareness Financial, Economic, Business, & Entrepreneurship Civic Literacy Health Literacy Environmental Literacy	Research Design Professional Writing Technology Application

2. Please provide an overview of your project and explain how each skill/subject selected will benefit your classroom and/or school.

3. Please document the number of students who will be impacted by this project:

4. Please indicate and explain if your project will supplement/augment the curriculum for the following student populations
 - High Risk (behavioral issues, low income)
 - Academically/Intellectually Gifted
 - Spanish Immersion
 - English as a Second Language
 - International Bacculerate
 - Literacy
 - General Student Body
 - Other

5. Please indicate and explain if your project will include professional development (training, mentoring, licensure, etc.). Leave blank if not applicable.

6. How will the project be implemented?

7. What does success for this project look like to you? Examples include but are not limited to:
 - X increase in student participation for a specific extra-curricular activity
 - Evaluation of student engagement through a questionnaire
 - % increase of overall student EOG testing in a specific subject
 - # of student school/community volunteers
 - # of students participating in educational exhibits/fairs/showcases
 - Increased utilization of technology
 - % placement increase for students in workforce and/or post-secondary education
 - Demonstrated inclusion
 - Increased attendance rates
 - Reduction in disciplinary action
 - Reduction in bullying
 - External evaluation of set criteria, i.e. student interviews, parent interviews, overall finished product