



# Instructional Mini-Grant Application

Number \_\_\_\_\_

Thank you for your interest in the Fort Smith Public Schools Foundation Instructional Mini-Grant Program. Its goal is to fund projects which enhance learning and the quality of education in Fort Smith Public Schools. To insure anonymity during the selection process, the committee members will not have access to the name of the applicant(s) or school.

NOTE: Additional attention will be given to applications which demonstrate the availability of funds from other sources. (i.e. partial funding from the school, PTA, Partners in Education, etc.)

School: \_\_\_\_\_ Subject & grade level \_\_\_\_\_

Names of applicants: \_\_\_\_\_

Project Title: \_\_\_\_\_ Total requested: \$ \_\_\_\_\_

(Not to exceed \$1,000)

### Award Requirements:

- Applicants must be under contract to teach in the Fort Smith Public Schools in 2012-13.
- Applications must be received no later than **May 1, 2012.**
- and contain **no more than two pages** of supporting documentation.
- Award recipients must use the award during the 2012-13 school year.
- Award recipients must submit an evaluation of the project not later than May 1, 2013.

This report should include:

An actual number of students and faculty members affected by this project;

A three-sentence statement of success from the applicant(s);

Not more than 10 bullet statements documenting "what worked" & "lessons learned"

And, a three-sentence statement of evaluation from the principal or supervisor.

Equipment and/or supplies acquired as a result of an Instructional Mini-Grant become the property of the school.

I agree to comply with grant requirements set forth by the Grants and Awards Committee of the Fort Smith Public Schools Foundation.

Signature of Applicant(s): \_\_\_\_\_ Date: \_\_\_\_\_

Approved by (principal or supervisor): \_\_\_\_\_ Date: \_\_\_\_\_

### Award Notification:

- Please call the Superintendent's office, 785-2501, if you do not receive an email confirming the receipt of your application.
- Applicants will be notified of results in mid-May.
- The FSPS Foundation will forward grants to recipient schools.

**Send Applications to:**  
FSPS Foundation, Inc.  
P.O. Box 1932  
Fort Smith, AR 72902

DATE RECEIVED: \_\_\_\_\_

Number \_\_\_\_\_

Project Title: \_\_\_\_\_ Date: \_\_\_\_\_

Grade(s): \_\_\_\_\_ Subject: \_\_\_\_\_

1. In one paragraph summarize the project.

2. Detail the budget for this project. Include specific information about supplies, equipment, transportation costs, postage/shipping, etc.

3. Why do you consider this project to be an innovative and/or creative approach to teaching?

a. What are the major objectives of the project?

b. What teaching methods will be used to implement this project?

c. How will you evaluate this project?

4. Estimate specific time requirements for implementation. Include information about release time, instruction time, field trips, etc.

5. Estimate the number of students and faculty affected by this project, directly and indirectly.

6. What is the potential for expansion of this project to other grade levels and/or other schools?

7. What, if any additional materials or resources will be required from the District to implement this project?

8. Do not include more than two pages of supplementary documentation.