Forsyth County Education Foundation
2022 Grant Application
Our mission is to foster innovation for increased student achievement by unifying resources, not ordinarily provided by the district's operating budget. Grant funds are contributed by FCS employees (payroll deduction), sponsors and our annual fundraiser, Duck Dive for Education.

Timeline

April 11: Application posted at https://www.forsyth.k12.ga.us/edfoundation
May 26: Application deadline (send to hsamples@forsyth.k12.ga.us by 5 pm)
August 26: Announce grantees on #FoundationFriYAY

Guidelines

- The Foundation funds projects to directly enhance student learning that are innovative, creative and/or extend the scope of typical school activities.
- The Foundation grants do not fund basic school supplies, food and/or refreshments, debt reduction, college scholarships, salaries or routine purchases that would typically be made by the school or school district. T-shirts/promotional items can be included in a grant request if they are part of the request as a reward/part of the program, but they should not be the entire ask.
- Applications must align with the School Improvement Goals and/or Forsyth County Schools' Learner Profile.
- Each application must include **detailed answers to all components of each question and align** with the rubric for it to be reviewed by the committee. Partial applications will not be judged.
- Applicant(s) must be employed by Forsyth County Schools at the time the grant is awarded.
- Applications may be submitted for a project that was submitted in the 2021 grant process, but the application should be updated and revised.
- Due to the number of requests received, the maximum amount requested per application is $5,000.
- If a principal has more than one project from his/her school that fits the criteria for these grants, schools/departments may submit more than one grant application. However, each school may submit a maximum of two grant applications. **All must be reviewed and approved by the principal/supervisor.**

Forsyth County Education Foundation
2022 Grant Form

Project Title:

Expected Number of Students Served by Project:

Amount of Funding Requested:

Category of Project (Literacy, STEM, PBIS, etc.):

Name of (Lead) Applicant for Grant:

Applicant's School or Department:

Applicant's Position (Title and/or Grade Level(s) Taught):

Applicant's Email:

Name, Position and School or Department of Additional Applicants:

Verification

I agree to submit a final report as required summarizing the accomplishments, challenges, outcomes and success stories of the project, along with detailed documentation of the funds spent. I understand that failure to do so could disqualify my school from future grant opportunities.

Applicant's Signature _____ Date _____

This application must be endorsed by the principal or district supervisor.

I, _____, have reviewed and approve this grant application for submission.

Principal/Supervisor's Signature _____ Date _____

Grant Narrative

Provide details on the following project components. The response to each area should be no more than one page (12-point type; 6 pages total). You may type these in the document below or attach from a separate document. Bullet format is acceptable, if applicable.

1. **Project Overview (20 Points)**
Describe the project you will develop/construct/conduct.

2. **Need (20 Points)**
Explain **the compelling need (one that has a powerful effect) for this project**. Include the target audiences (subject, grade, school(s), number of students, etc.) for the project. How does this project directly impact the target audiences?

3. **SMART Goals (20 Points)**
Using the **SMART Goals guidelines (page 5) list detailed goals for this project that align with each SMART goal, a detailed timeline with dates and projected outcomes with specific methods of evaluation**. Please be sure to include specific goals, how they will be measured, and timeline.

4. **Alignment (15 points)**
List **specifics** as to how the project align to your School Improvement Goals and/or Forsyth County Schools' Learner Profile?

5. **Budget (15 Points)**
Detail the project's cost and other sources of funding needed using the chart below. Demonstrate that the project can be accomplished with the resources requested.

Items Needed (Supplies, Materials, Etc.)	Vendor	Cost	Explain Need of Supply	Did you check with FCS Purchasing on this vendor and cost? (Yes/No)
List additional costs for this project that are not included in this grant and what other funding sources you will use to secure those funds. Indicate if those funds are already secured.				

6. **Promotion (10 Points)**

Explain in detail how the project and the Forsyth County Education Foundation will be publicized/promoted. Examples of past publicity and promotion include signage at the project, social media, newsletters to parents and community, but creative and innovation forms of publicity and promotion are strongly encouraged as well.

Grant Rubric

Category					Points
	0-5 *Does Not Meet Requirements*	6-10 *Meets Requirements but Not Expectations*	11-15 *Meets Requirements and Expectations*	16-20 *Exceeds Requirements and Expectations*	
Project Overview *20 Points*	Vague, lacks focus; no target audience identified	General descriptors but lacks supporting details	Good details, compelling project	Strong detail, clear vision, solid supporting points with identifiable audience	
Need *20 Points*	Does not define need	Identifies need, but not target audiences	Identifies need and target audiences	Explains compelling need and audience in strong detail	
SMART Goals *20 Points*	Vague, goals, as well as timeline not present	Some reference to goals, loose timeline	Goals noted, but connection to actual project questionable	Strong goals emphasized, and detailed timeline provided	
	0-5 *Does Not Meet Requirements*	6-10 *Meets Requirements and Expectations*	11-15 *Exceeds Requirements and Expectations*		
Alignment *15 Points*	Vague, no alignment	General alignment, some details	Strong alignment with specific details		
Budget *15 Points*	Budget is vague, little detail, estimates only	Shows evidence of research, expenses are delineated	Specific line items notes, explanation of other resources or sustainability present		
	0-5 *Does Not Meet Requirements*	6-10 *Meets Requirements but Not Expectations*			
Promotion *10 Points*	Some broad communication ideas	Strong, detailed communication plan			
				TOTAL POINTS	

Governing Committee Initials: _____

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SMART Goals

S
- **Specific**
- Define the goal. Provide a clear description of what will be achieved.
- Include who, what, where, and why.

M
- **Measurable**
- Address tracking progress and measuring the outcome.
- What is the intended outcome?

A
- **Attainable**
- The goal must be reasonable yet challenging.
- Use action-oriented verbs.

R
- **Relevant**
- The goal should consistent with the strategic plan and long term goals.
- Is the goal aligned to student and staff needs?

T
- **Timely**
- The goal should be time specific.
- When will the goal be accomplished?