



Shaler Area Education Foundation MiniGrant Application

What is the Shaler Area Education Foundation?

The Shaler Area Education Foundation is a non-profit organization dedicated to supporting the educational needs and curricular advancement of the students in the Shaler Area School District.

The Foundation is accepting requests to support current programming as well as to encourage innovative educational programming and equipment needs. These funds arise from fundraising events, grants and donations received by the Foundation.

What types of grants does the Shaler Area Education Foundation fund?

The Foundation invites requests for funds of up to \$350 that support our [mission and vision](#). Proposals that have been funded in the past have addressed the following needs:

1. New and innovative educational programs, which are unable to be funded through the school district's budget.
2. Scholarly travel and participation expenses for students, which are unable to be funded through the school district's budget.
3. Pilot projects that represent programs that can be replicated and used throughout the school district.
4. Professional development for teachers and staff that will enable skills, which will directly impact student learning.
5. Student projects such as materials for a competition.

What types of grants does the Shaler Area Education Foundation NOT fund?

1. Building improvements and enhancements.
2. Items not approved by your school principal.
3. School District budget line items.
4. Applications for funding the same portion of the same project in subsequent years.

Who may apply?

Any student, teacher, or staff of the Shaler Area School District may apply.

How do I apply and what is required?

Complete the [online application form](#), which includes the signature of your principal acknowledging that the request is being submitted.

The application will require the following information:

1. Applicant Name, Phone, Role, School Building, and Principal Name/Email Address
2. Project Title, Begin/End Dates, Dollar Request, # of students to benefit in initial year
3. Project Goal & Origin, Description & Implementation, Impact, Reach
4. Itemized budget

How long does it take?

The approval process requires about 6-8 weeks. Applications are reviewed by Shaler Area Administration before being considered by the Grant Committee and then the full Board at the monthly meeting, typically the second Monday of each month.

Application Tips

The most successful projects incorporate a way to serve students for multiple years.

Use the rubric.

Be as specific as possible.

Enter and itemize your project cost.

Shaler Area Education Foundation MiniGrant Rubric

	Extraordinary/4	Compelling/3	Satisfactory/2	Marginal/1
Project Goal and Origin	Extraordinary opportunity for exemplary instruction, innovative curriculum, and/or expanded exposure to educational disciplines.	Strong opportunity for exemplary instruction, innovative curriculum, and/or expanded exposure to educational disciplines.	Some opportunity for improved instruction, innovative curriculum, and/or expanded exposure to educational disciplines.	No strong evidence of improved instruction, innovative curriculum, or expanded exposure to educational disciplines.
Description and Implementation	Complete and detailed implementation plan, including specifics on use and collaboration.	Plan for implementation included, addressing some but not all details on use and/or collaboration.	Partial or incomplete implementation plan; missing some detail. Requires further work.	No implementation plan, plan is not addressed in any detail, or plan is unrealistic.
Impact	Project's benefits are clearly delineated. Specific outcomes will be observed to indicate success.	Project's benefits are delineated and outcomes will be observed to indicate success.	Project's benefits are delineated OR outcomes will be observed to indicate success.	Project's benefits and outcomes are missing.
Reach	Will reach a significant number of students in initial and subsequent years. A plan for collaboration with others in the district is evident.	Will reach a substantial number of students in the initial year OR over multiple years. Collaboration with others in the district has been considered.	Will reach a substantial number of students OR collaboration with others in the district has been considered.	Evidence is absent that the project will reach a substantial number of students or that collaboration with others in the district has been considered.
Budget	Line items are clearly listed and priced; requested funds are in complete alignment with proposed work.	Items are listed and priced; requested funds are in alignment with proposed work.	Items are listed and priced.	Requested funds and listed items are not listed or not aligned with proposed work.
Mission and Vision (applies to the overall funding request)	Strongly supports Foundation's vision and mission.	Supports Foundation's vision and mission.	Some evidence of support of Foundation's vision and mission.	Loose alignment with Foundation's vision and mission.

This rubric is used to evaluate all applications for minigrants. It is also a tool that applicants can use as they develop their project proposals. Although the Grant Committee uses the rubric to make recommendations to the Board, other factors may also be considered including cost effectiveness relative to the size of the student population reached and evidence of effectiveness or feasibility.