

Comprehensive School Counseling Program Development Mini-Grants



NCSCA School Counseling Comprehensive Development Mini-Grant Application

Please upload your application packets to the [NCSCA Awards Portal](#) by clicking on the link. You will need to create an account on the NCSCA Awards Portal in order to submit your NCSCA Mini-Grant Application.

Applications Due: November 20 for Fall funding for a maximum amount of \$400.00

Issued by: North Carolina School Counselor Association

Grant Name and Title: _____

Name of Applicant: _____

Funding Amount Requested: _____

Ethical Statement

TO BE COMPLETED BY APPLICANT

I, the undersigned, certify that the information provided by me is complete and accurate.

Date _____ **Signature** _____

NCSCA School Counseling Comprehensive Development Mini Grant Application

APPLICATION COVER PAGE:

Requested Funding _____

Grant Name and Title: _____

Name of Applicant _____ NCSCA Member # _____

Home Mailing Address _____

City _____ Zip _____

Phone _____ E-mail _____

Counselor Supervisor or Principal _____

Name of School _____

School Address _____

City _____ Zip _____

Phone _____ Fax _____ Email _____

Name of Professional Development Activity _____

2023-2024 Statement of Assurances

- The recipient assures and certifies compliance with the regulations, policies and requirements as they relate to the acceptance and use of NCSCA funds for programs included in this application.
- The recipient assures compliance with the standards for School Counseling Ethics.
- The recipient agrees to carry out the project as proposed in the application.
- None of the monies received through NCSCA Comprehensive School Counseling Development Mini Grant shall be used to replace funds for existing programs that are a responsibility of the school district.
- Funds may be used to supplement not supplant regular counseling or educational programs.
- The counselor is a current member of NCSCA and employed as a school counselor in North Carolina.
- Recipients must write a paragraph explaining the impact from the award to share in the February NCSCA Email Update and on the NCSCA website.
- Any equipment purchased through this grant must remain with the school where the grant derived.
- Acceptance of NCSCA Grant constitutes permission to use winners name, city, state, and winning entry for promotional purposes. Contest entry constitutes permission to use winning submissions on NCSCA website without further compensation. Furthermore, entry constitutes permission to archive your winning entries indefinitely on any webpage on the NCSCA website.

Print Name of School Counselor

Print Name of Supervisor

Signature of School Counselor

Signature of Supervisor

Date

Date

NCSCA School Counseling Comprehensive Development Mini Grant Application

The North Carolina School Counselor Association (NCSCA) is awarding mini grants to school counselors to provide programs and activities to enhance the delivery of a comprehensive school counseling program in North Carolina elementary, middle, and high schools.

Our goal is to identify and disseminate best practices targeting school counseling by:

- providing a forum for leadership, advocacy, collaboration & systemic change
- focusing on exemplary counseling skills
- modeling effective school counseling strategies
- demonstrating applications of emerging school counseling practices.

Mini Grants Overview of Funding

Mini Grants will be offered for NC School Counselors to provide funding for implementation of activities and programs mirroring the ASCA National Model Standards, NCDPI School Counselor job description, NC School Counseling Standards, and NC Guidance Curriculum. Allowable expenses include presenter costs, curriculum materials, food, printing, and incentives for participation. Software, hardware, traveling, lodging, and expenses to apply for mini grant are not allowable expenses.

Proposals will be closed for review on **November 20 for Fall semester funding.**

Proposals will be reviewed by the NCSCA Professional Development Committee.

Recipients will be notified within three weeks of receipt of proposal.

Proposal review process will not begin until after the due date.

Mini-Grant Requirements

- Applicant must be a current member of NCSCA and NC School Counselor
- Recipient must show an evaluation process and detailed budget using the application considerations
- Recipient must demonstrate the impact on his or her school counseling program
- Recipients must write a paragraph explaining the impact from the award to share in the February NCSCA Email Update and on the NCSCA website.

How will the applications be scored?

NCSCA will set a minimum qualifying score. Funded proposals must meet or exceed this score. Review by the Professional Development Committee will be based on specific criteria listed in this application. Consideration will be given to provide equitable distribution of awards across geographic regions of the state. Awards will be based on the quality of the application. NCSCA will fund proposals that meet the minimum score and grant funds according to the highest scored proposals for that specific deadline.

NCSCA may require revision of grant proposals and budget prior to approval, award, or release of funds.

Decisions on funding and awarding of grants shall be final. Funding may be partial. If funded and you do not meet the requirements, you will be asked to return the funds.

What are the submissions specifications?

Grant should not exceed the allotted space for responding to each question.

Application should include responses to below questions in essay format, budget worksheet (use attachment B) and action plan (use attachment A: Action Plan Template)

1. **List the objectives and goals of the proposed project.**

2. **Describe in detail the name and scope of the proposed project that will enhance your school counseling program. Include a timeline of activities (*Use Attachment B: Action Plan Template*).**

3. **Describe the target audience. Who are they and how will you recruit them?**

4. **What resources/funding are your school/district contributing towards the proposed project?**

5. **Describe how the planned program activities will be evaluated for effectiveness.**

6. **Complete the Budget Worksheet (*Use Attachment A*) and provide a detailed narrative below.**

Attachment A: BUDGET WORKSHEET TEMPLATE

Goals	Cost	Subtotal
Advertisement/Recruitment Administrative (mailing, postage, printing)		
Food		
Audio Visual/Technology		
Participant Materials		
Other costs Please describe:		
Other resources Please describe:		
TOTAL		

Attachment B: ACTION PLAN TEMPLATE FOR PROPOSED PROJECT

GRANT NAME AND TITLE _____

Comprehensive School Counseling Program Objective**:					
GOALS	Desired Results	Activity Start and End Dates	Aligned with Guidance Curriculum, ASCA National Model, NC School Counselor Job Description or NC School Counseling Standards	Required resources	Evaluation Process

Please be sure that objective is inclusive of the professional school counseling domains: academic, career, or social/emotional.