

# Council Rock Education Foundation Innovative Grant Application

CREF seeks to fund creative and experiential ideas not funded by the annual school budget. We value projects that enhance curriculum and make education more engaging, more accessible, and/or more equitable in the arts, science, technology, engineering, math, literacy, leadership, and wellness. Be clear about what you expect students to do and how you will measure what effect the project has over time. Describe the activities and their educational value.

- Teacher Grants funded projects for a single school - Maximum: \$6,000
- Districtwide Grants that impact more students throughout CRSD - Maximum: \$10,000
- The Chuck Lambert Special Education one time grant - Maximum: \$1,000

Please follow all directions carefully. Applicants are scored on their ability to present ideas coherently, provide information on evaluation, innovation, and feasibility of replicating their project.

Applications must be completed electronically through the online portal. Hard copies will not be accepted. Incomplete applications and applications without signatures will not be considered. Principals must confirm their approval for teacher grants. District coordinators must confirm their approval for district-wide grants. Additionally, all grants must get written approval from IT and/or Facilities Departments if their support is required for implementation.

Please read through the full application so you have all the needed documents ready to submit. The following items must be uploaded: itemized project budget, signature sheet (this can be downloaded from this application, completed, and then uploaded for final submission).

If you have any questions, please contact CREF executive director, Beth Anne Dobosh at [bethanne.dobosh@crsd.org](mailto:bethanne.dobosh@crsd.org).

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## \* Required

### Contact Information

Please read through the full application so you are prepared to submit a complete submission. A copy of the hard application can be found at <http://creducationfoundation.org/grants/cref-innovative-learning-grant-application/>

1. Name of Applicant(s) \*

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2. Main Applicant's Cell Phone Number \*

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3. Main Applicant's E-mail Address \*

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4. Grant Proposal Title \*

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5. Originating School/Organization \*

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6. Principal (if applicable) \*

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7. Amount Requested \*

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- 8. Are you applying for the Chuck Lambert Special Education Grant? (Reserved for projects and programs that support special education.) \*

Mark only one oval.

Yes

No

Collaborative Applicants ONLY

This next section must be completed if this project is a collaborative grant ONLY that benefits two or more schools. Additional Applicant Names and Signatures (required for Collaborative Grants)

- 9. Collaborative Grants must include at least one name from each participating school plus the principal's name. Please include below.

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- 10. I agree that all collaborative partners/teachers identified above have agreed to this project. \*

Check all that apply.

Yes

Location of project

11. Where will the project take place? Please select all that apply. \*

*Check all that apply.*

- Council Rock North
- Council Rock South
- Holland Middle School
- Newtown Middle School
- Churchville ES
- Goodnoe ES
- Hillcrest ES
- Holland ES
- Maureen M. Welch ES
- Newtown ES
- Richboro ES
- Rolling Hills ES
- Sol Feinstone ES
- Wrightstown ES
- STAR Center
- Other: \_\_\_\_\_

Curricular Area

12. Check all areas that apply. \*

*Check all that apply.*

- Literacy
- Science
- Technology
- Engineering
- Arts & Music
- Mathematics
- Social Studies
- Physical Education
- Health & Wellness
- STEAM
- Other: \_\_\_\_\_

**Grant Project Information**

13. Name of Project \*

\_\_\_\_\_

14. Provide a brief summary/overview of your project. (2-3 sentences). \*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

15. The Foundation has my permission to share the summary of this project for publicity and recognition purposes. \*

Mark only one oval.

Yes

No

Project  
Description

Project description required for all grant applicants. Describe your project in greater detail. Please include how the needs were identified for the project. Please include specific goals and anticipated activities that will take place during the grant period, including approximate timelines for each activity.

16. Who is your target audience for this project and what are the needs your project is addressing? \*

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17. How many students will participate in this project and how will they be selected? \*

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18. Identify the major goals and objectives for your project. How do your project goals \* connect to the curriculum and/or standards?

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19. Describe the lessons/activities you will implement to meet the goals and \* objectives. Please be specific and provide an approximate timeline for the lessons/activities.

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20. Please briefly describe expected benefits to students.

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21. FOR COLLABORATIVE GRANT APPLICANTS ONLY: Describe how these project goals are supported through collaborative partners within the school with other groups such as PTO's or across the school community. If applicable, describe how this project brings the larger Council Rock community in as active participants in the schools.

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Evaluating Project Success

Project success is measured through evaluation.

22. How will you evaluate this project and report its outcomes? Some examples include: assessments, rubrics, student project portfolios, surveys, observations, and anecdotal notes. \*

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23. How do you plan to share your findings with your colleagues, parents, CREF and the greater Council Rock community. \*

*Check all that apply.*

- Staff Meeting
- Parent/Teacher Conference
- Grade Level Meeting
- Newsletter
- Social media
- External publications
- External conferences or workshops
- Other: \_\_\_\_\_

Timeline

Please identify a time period for the project including start and conclusion. (e.g. academic school year 22-23.)

24. Please provide a general timeline for implementation of the project. For collaborative grants, please articulate the role of each participating school. \*

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**Innovation and Life-Long Learning**

- 25. Keeping in mind the essence of the Council Rock Education Foundation is to foster creativity and lifelong learning. Tell us how your project addresses innovation and promotes the concept of lifelong learning for participants. \*

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Sustainability

- 26. Will your grant project continue after the first year you implement it? To what extent? \*

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- 27. Will you seek to expand this grant project? For example, can it be expanded to other classes, grades, or schools? If so, will you need additional funding? (Please note that CREF does not renew funding for previously awarded grants.) \*

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28. If your teaching assignment should change during the grant cycle or after a grant is awarded, how would you transfer your project to a colleague and/or use it in a different setting? \*

Four horizontal lines for text entry.

29. We believe that this project: (check all that apply). \*

Check all that apply.

- is a new idea for the CRSD
- is a proven idea that can be implemented at CRSD

Proposed Grant Budget Information

Please itemize all costs associated with the grant request. Please upload any supporting documents such as budget, quotes, invoices, or "screen shots" of online shopping carts. Please note - transportation costs are not covered. Reminder a maximum grant request of \$6,000 for single classroom/school and a maximum grant request of \$10,000 for district wide.

30. Itemized Project Budget - please upload \*



Please itemize all costs associated with the grant request. Please upload any supporting documents such as quotes, invoices, or "screen shots" of online shopping carts. Please note the pricing of the quote should be valid until purchase (typically Fall of 2023).

*Important instructions from the Business office should you receive this grant:*

- If you are purchasing a product with a unit cost greater than \$1,000, please provide documentation of at least three (3) quotes. Requisitions that do not have this information attached will be rejected. If it is impossible to get quotes because only one vendor provides the product, please document it in the notes of the requisition.
- If you are purchasing an item that is on one of the bid lists, please ensure that the bid number and item number are noted somewhere on the requisition form. If it is not included, the requisition will be rejected.

Materials and Supplies	Qty	Amount	Total
<b>Equipment</b>			
<b>Subscriptions and Fees</b>			
<b>Total Cost</b>			

*\*TRANSPORTATION COSTS WILL NOT BE FUNDED AND SHOULD NOT BE INCLUDED\**

Files submitted:

31. Are there additional components of the project being funded by other sources? \*  
(e.g. transportation or food paid by the school's PTO)

*Mark only one oval.*

Yes

No

32. If yes, describe how the additional funds will expand or enhance the scope of the project.

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33. If you do not receive the full funding amount requested, can you modify your project accordingly? How would you change your project to fit a lesser budget? \*

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34. If you have applied for funding elsewhere please list the name of the organization and the amount requested. (Please indicate the outcome of the request if known at this time.)

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35. Has this project received previous funding from CREF? \*

*Mark only one oval.*

Yes

No

Signatures of Support

36. Signatures - please save this image, complete, then upload below. \*



## Grant Application Signature Page

***\*all signatures required unless noted\****

*\*if more than one building is involved, please have each building administrator sign this page.\**

**Name of Grant Project** \_\_\_\_\_

**Applicant(s) Name**

**Applicant(s) Signature**

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\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**District Curriculum Coordinator Name**

**District Curriculum Coordinator Signature**

\_\_\_\_\_

\_\_\_\_\_

**Building Administrator Name**

**Building Administrator Signature**

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\_\_\_\_\_  
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**IT Director Name (if applicable)**

**IT Director Signature (if applicable)**

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**Facilities Director Name (if applicable)**

**Facilities Director Signature (if applicable)**

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\_\_\_\_\_

**Date submitted** \_\_\_\_\_

Files submitted:

### Terms of Acceptance of Funds

Upon grant approval, applicant will be asked to submit periodic updates, provide photographs/video/written information of the implementation of the program as described in your application, and share your project completion information and assessment of project outcomes at a quarterly CREF board meeting.

Grant funds will be disbursed after July 1, 2023 for the 2023-2024 school year.

All grant applicants agree to submit a completed interim and final GRANT SUMMARY REPORT before December 31, 2023 and June 30, 2024 respectively. If awarded, these templates will be provided to you.

Funded applicants must identify the Council Rock Education Foundation as the funding source in all written/spoken discussions/promotions and in displays of work related to the funded project.

37. If awarded, I agree to the terms of acceptance of funds. \*

*Check all that apply.*

Yes. I will comply with the terms of acceptance.

38. I understand that by checking this box, I agree to submit my final application for CREF to review. \*

*Check all that apply.*

Yes, this application is final and complete.

All Grant Winners are invited to attend the Grant Winners Reception and Introduction to the Board of School Directors on Thursday, May 18, 2023. Please save the date!

All applicants will be notified by May 5, 2023 as to the status of their application.



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