

MINI-GRANT TIMELINE

October 15, 2007	Applications due at ECTC Office
October 16, 2007	ECTC Preview Committee reads proposals
October 26, 2007	ECTC Policy Board approves grant awards
End of October	Awards announced to districts
December 31, 2007	All monies expended
June 29, 2008	Final reports on activities and expenditures are due at the Erie-Catt Teacher Center

If you have questions or need additional help,
please contact your Policy Board Member

or

Carolyn Kick, Director
ckick@e2ccb.org
Erie-Catt Teacher Center
549-4454, Ext. 4021

ECTC GRANT

APPLICATION PACKET

- INSTRUCTIONS
- FORM
- RUBRIC/ SUBMISSION COVER

APPLICANT INFORMATION

Project Title: _____

Name: _____ District: _____

Home Address: _____ Building: _____

City, State, Zip _____ School Phone: _____

Position: _____ Principal Name: _____

Applicant Signature: _____

Principal Signature: _____

Please include this cover folder with your proposal.

Note: Submit one grant proposal with an identification cover sheet and six anonymous copies for blind review.

MINI-GRANT RUBRIC FOR EVALUATION OF PROFESSIONAL DEVELOPMENT PROPOSALS

In order for your proposal to achieve the top rating, it must be a “4” in all categories and have written attributes which are clear and articulate. High rated proposals have the greatest likelihood of receiving funding.

Criteria	4	3	2	1
Clarity of Proposal	<ul style="list-style-type: none"> Proposal demonstrates a high degree of planning and has well articulated goals which are achievable within the time and scope of the project. 	<ul style="list-style-type: none"> Proposal demonstrates a moderate degree of planning. Goals are reasonable for the time and scope of the project. 	<ul style="list-style-type: none"> Proposal has not been carefully planned. Goals may not be achievable within the scope of the project or are only broadly described. 	<ul style="list-style-type: none"> Proposal demonstrates little planning and has unrealistic or unclear goals.
Need for Project	<ul style="list-style-type: none"> Proposal explicitly articulates the need for this project and demonstrates innovation. 	<ul style="list-style-type: none"> Proposal articulates the need for this project but describes it in general terms only. It is only moderately innovative. 	<ul style="list-style-type: none"> Proposal minimally articulates the need for this project and shows little innovation. 	<ul style="list-style-type: none"> Proposal does not clearly articulate the need for this project and it not innovative.
Connection to Learning Standards	<ul style="list-style-type: none"> Proposal explicitly identifies specific NYS Learning Standard(s) and /or district initiatives addressed by the project. 	<ul style="list-style-type: none"> Proposal broadly identifies NYS Learning Standard(s) and district initiatives, but does not identify specific standards or initiatives. 	<ul style="list-style-type: none"> Proposal minimally identifies NYS Learning Standard(s) and district initiatives, and does not identify specific standards or initiatives. 	<ul style="list-style-type: none"> Proposal does not identify NYS Learning Standard(s)and district initiatives.
Impact on Teaching & Learning	<ul style="list-style-type: none"> Proposal demonstrates specifically how teaching practices and student learning will be impacted. 	<ul style="list-style-type: none"> Proposal describes how teaching practices and student learning will be impacted, but does not provide specifics. 	<ul style="list-style-type: none"> Proposal minimally describes how teaching practices and student learning will be impacted. 	<ul style="list-style-type: none"> Proposal does not demonstrate how teaching practices and student learning will be impacted.
Sharing With Peers	<ul style="list-style-type: none"> Proposal explicitly describes the impact of this project on others and outlines how the sharing with peers will occur. 	<ul style="list-style-type: none"> Proposal describes the impact of this project on others and outlines the process for sharing with peers, but without specificity. 	<ul style="list-style-type: none"> Proposal minimally describes the impact of this project on others. The mechanism for peer sharing is sketchy. 	<ul style="list-style-type: none"> Proposal does not describe the impact of this project on others. No peer sharing is built into the project.
Evaluation of Success of Project	<ul style="list-style-type: none"> Proposal provides clear objectives for how the success of the project will be evaluated. 	<ul style="list-style-type: none"> Proposal describes objectives for how the success of the project will be evaluated, but without specificity. 	<ul style="list-style-type: none"> Proposal minimally describes how the success of the project will be evaluated. 	<ul style="list-style-type: none"> Proposal lacks any description of how the success of the project will be evaluated.
Budget	<ul style="list-style-type: none"> Proposal provides a clearly articulated and itemized budget, appropriate in both amount and type. 	<ul style="list-style-type: none"> Proposal provides a budget appropriate in both amount and type, but without sufficient detail. 	<ul style="list-style-type: none"> Proposal provides a vague and/or inappropriate budget, in either amount or type. 	<ul style="list-style-type: none"> Proposal provides no budget, in either amount or type.