

# Annual Grants

## Frequently Asked Questions

### Who is eligible to submit a grant application?

Any faculty or staff member is eligible to apply. The applicant must be employed by EOS or in a codified EOS position such as a coach or a Director (the affiliation does not require full-time employment by EOS). Note that the appropriate supervisor must provide signature of approval.

### What type of proposals is the Foundation seeking?

Successful proposals should provide a mechanism for new and/or improved approaches to teaching, scholarship, and student achievement in any curricular or co-curricular area (e.g. athletics, career and technical education, arts). Creativity and innovation are highly encouraged with regard to how funding advances the student experience, and strong consideration is given to proposals that have the potential to impact a large number of students. Examples of recently funded proposals include summer acceleration programs, hosting state academic competitions, technology enhancements, mobile language lab, E. O. Smith Reads, and Democratic Dialogue.

### How can I increase the odds of successful review?

**First**, make sure to review the pieces to the application and the scoring criteria. **Second**, be concise in your responses but make sure to fully address each piece – assume that reviewers may not be familiar with structures or content so it is important to explain in a way that is easy to read, easy to follow, and easy to find information. **Third**, if you are collaborating on a proposal - within or outside of the school (e.g. multiple departments, student organization, community group) – make sure to emphasize this collaborative relationship in shaping the proposal. **Fourth**, make sure to fully explain the possible reach of your project – that is, the anticipated number of directly impacted students (e.g. specific grade, subpopulation) during the project period as well as the possible long-term impact (e.g. materials that might be used by X students over X years).

### What can I ask for in a budget?

Annually, the Foundation strives to provide \$15,000-\$25,000 through this grant competition. Generally, individual awards are not made for grants not exceeding \$2,000 –but proposals typically have ranged from \$1,000-\$5,000. It is expected that proposals requesting over \$5,000 grants are the exception, not the norm, and must include clear and compelling justification for the request.

Funding is not intended to cover core items that should fall within the regular school budget (e.g. textbooks, calculators). Foundation grants are intended to supplement, not supplant, traditional public funding. Cost-share (e.g. BOE) is allowable and desirable.

Any budget category is allowable – and thus can include faculty or staff stipend, materials and supplies, technology, travel, or consultant/speaker costs. Supporting justification in the form of brief narrative is required for each item, and when applicable, cost estimates should be appended to the application.

### **When will I receive feedback on my application?**

During the review process, generally in May, the committee may ask an applicant to provide clarification responses about a proposal.

It is anticipated that feedback and notifications regarding funding status will be announced in early June.\*

*\*If your project is expected to start prior to the beginning of the next school year (e.g. summer initiative), please make sure to emphasize your timeline on your application to allow for timely review and feedback.*

### **Who can I contact to get more information?**

We want your proposal to be successful - and are here to help answer your questions as you craft a winning proposal! For example, we are open to setting up meeting opportunities to discuss proposal ideas.

Foundation points of contact within the school include:

- Cassandra Rowett, [crowett@EOSmith.org](mailto:crowett@EOSmith.org)
- Shawn Santasiere, [ssantasiere@EOSmith.org](mailto:ssantasiere@EOSmith.org)

To contact the Foundation directly, please contact [eosmithfoundation@eosmith.org](mailto:eosmithfoundation@eosmith.org)

## Edwin O. Smith Foundation Grant Awards for Faculty and Staff

### REVIEWER SCORING SHEET

An application may receive up to 40 total points, divided across 3 categories. Each category is scored independently, and summed to provide total points. Narrative comments noting strengths and weaknesses in each area will be provided.

CATEGORY	COMMENTS	SCORE
<p><b>Impact</b>            What is the expected impact on scholarship, achievement, learning, or growth? Examples of high impact include: numbers of students; benefits in perpetuity (versus 1-time); a targeted population (gifted, special education, economically disadvantaged); an area outside of the core curriculum that historically has access to limited funding (e.g., arts, music, languages); an area demonstrated to be particularly critical to long-term student success.</p>		<p>(of 10)</p>
<p><b>Justification/Benefit</b>            Is a strong case made for the proposed funding in terms of need? Is the proposed funding likely to lead to clear, understandable and measurable benefits to students? Have similar past awards resulted in significant student benefit? Are budget details adequate to assess actual spending, and are they consistent with the description?</p>		<p>(of 15)</p>
<p><b>Overall quality</b>            Is the overall proposal clear in describing scope and expected outcomes? Does it have appropriate justification, and sufficient detail throughout the proposal? If similar awards were made in the past, is the outcome from that funding carefully described?</p>		<p>(of 15)</p>
<p><b>Total</b></p>		<p>(of 40)</p>