



MISSION

The Avon Education Foundation (AEF) was founded in 2007 and exists to support creativity, innovation, and excellence within Avon Community Schools. One way AEF strives to accomplish this mission is by providing opportunities for Staff Grants.

2020 VISION

Charitable non-profit organizations seek to solve societal problems. During 2019-2020, AEF, in alignment with ACSC, intends to focus support on programs that seek to address equitable experiences across the school corporation. By the end of 2020, AEF intends to have a profound, measurable impact on education in Avon Community Schools.

LIMITATIONS

- *All items purchased through AEF Grant funding will remain the sole property of ACSC.
- *It is the responsibility of the applicant to abide by school board policies in transferring property to ACSC.
- *Awards are allocated on a competitive basis and may not be fully funded.
- *Grant funding must be used in the time frame noted on the application, not to exceed the school year.
- *Any awarded funds not used will be returned at the completion of the program or end of the school year.
- *Technology and Curriculum requests must be approved by the department administrator.
- *AEF grant funding may not be used to provide incentive gifts or food for events.
- *AEF must be given credit when implementing or promoting the program.
- *IMPACT/OTUCOMES forms must be submitted upon completion of the program.

APPLICANT QUALIFICATIONS

- *Applicants must be employees of ACSC. All employees of ACSC are eligible. *This includes certified and non-certified staff. Full or part time staff will be considered.*
- *Prior grant recipients who have not submitted an IMPACT/OUTCOME form may be ineligible.
- *Applicants must seek approval from their administrator to ensure alignment with district goals.

FUNDING PRIORITIES

Priority will be given to applications during the 2019-20 school year that align with the following:

- ***STEM/STEAM** - Application should seek to integrate STEM/STEAM as it relates to the request.
- ***Literacy** - Application should identify the promotion of reading for pleasure or in connection with STEM.

NOTE: All grant applications will be considered, but those meeting the above criteria will be given preference.

QUESTIONS AND EXAMPLES

Are AEF Grants limited to Science, Technology, Engineering, Math and Language Arts teachers? No. Ideal grant requests incorporate STEM into various disciplines. It is the responsibility of the applicant to frame their proposal in terms of the funding priorities. **Examples:** *A music teacher may request technology software that will assist in identifying pitch. An art teacher may want to incorporate digital graphic design.*

How are AEF Staff Grant awards determined? Grants are reviewed by an unbiased committee of volunteers that read and score each application per the published rubric. The scores are combined and the top scoring applications are awarded funding per the allocated budget.



Each application will be reviewed by the Staff Grant Committee and scored per the following rubric. Each category has a maximum of 5 points and each application may receive up to 50 points.

0-1 Points	2-3 Points	4-5 Points	TOTAL
1. APPLICATION COMPLETION			5
Application is incomplete.	Application is complete but lacks detail and specificity.	Application is complete and contains sufficient detail.	
2. EMPHASIS OF AEF MISSION: CREATIVITY, INNOVATION, EXCELLENCE			5
Does not emphasize mission.	1-2 missional emphasis areas.	Emphasizes all 3 mission areas.	
3. ALIGNMENT WITH FUNDING PRIORITIES: STEM/STEAM, LITERACY			5
Does not align with priority.	Aligns with at least 1.	Aligns with both priorities.	
4. NUMBER OF INDIVIDUALS IMPACTED			5
Low total impact.	Average total impact.	High total impact.	
5. ASSESSMENT OF NEEDS/IDENTIFICATION OF PROBLEM			5
Not clearly identified.	Identified, not clearly evident.	Clearly identified and evident.	
6. PROGRAM SUMMARY			5
Does not address the identified purpose or need.	Addresses the purpose or need sufficiently.	Addresses the purpose or need clearly and strategically.	
7. EXPECTED IMPACT/OUTCOMES AND MEASUREABILITY			5
Expected outcome is not clear or not identified and impact cannot be measured.	Expected outcome is sufficient and impact is measurable.	Expected outcome clearly addresses the problem. Impact is clear and measurable.	
8. BUDGETARY DETAILS			5
Lacks complete details.	Details are appropriate.	Clear and Complete.	
9. AEF RECOGNITION			5
Recognition is not ideal.	Recognition is appropriate.	Exceeds expectations.	
10. REVIEWER DISCRETION			5
Low preference.	Average preference.	High preference.	
COMMENTS AND FEEDBACK		TOTAL SCORE	50



INDIVIDUAL STAFF GRANTS (\$1500 MAX)

Up to \$599

Individual Staff Grants awarded in the amount of \$599 or less are provided to ACSC staff directly from AEF via a check to the individual. These funds are limited to supplies and equipment only and may NOT be used for stipends or professional development. Any property purchased by staff must be transferred to the Avon Community School Corporation a donation letter to the Director of Finance & Operations.

\$600-\$1500

Individual Staff Grants awarded in this range flow through the ECA accounts at each school. These funds are available to any ACSC staff and grant funding is limited to supplies and equipment only. It may NOT be used for stipends or professional development.

MULTI-STAFF GRANTS (\$2500 MAX)

Up to \$2500

Multi-Staff Grants flow through the ACSC Department of Finance. These funds are available to any ACSC staff member and may be used for supplies, equipment, professional development.

FUNDING CHANGES FOR 2019-20

*As of July 1, 2019, AEF will no longer fund requests for stipends.

*In the 2019-20 School Year, Flexible Building Grants will not be awarded through the competitive process.

*As of July 1, 2019, DeWeese Performing Arts Fund Grants will be directed by the committee. Performing Arts Staff are encouraged to apply through the competitive staff grant process.

2019-20 COMPETITIVE GRANT CYCLES

FALL 2019

OPEN: August 12

DEADLINE: September 5 at 5pm

NOTIFICATION: September 20

SPRING 2020

OPEN: January 1

DEADLINE: January 24 at 5pm

NOTIFICATION: February 7

2019-20 GRANT APPLICATION QUESTIONS

- * Name of Applicant
- * Name of School or Department
- * If ACSC Department, Please Identify Department
- * ACSC Phone Extension
- * Alternate Phone Number
- * E-mail Address
- * AEF Mission Emphasis for this Program (Creativity, Innovation, Excellence)
- * Describe how this program applies to the AEF Mission Emphasis identified above
- * AEF Funding Priority (STEM, Literacy, Other)
- * Describe how this program applies to the AEF Funding Priority identified above
- * Number of Students Directly Involved
- * Number of Students Indirectly Impacted
- * Number of Staff Directly Involved
- * Number of Staff Indirectly Impacted
- * Number of Parents Directly Involved
- * Number of Parents Indirectly Impacted
- * Describe any indirect impact to students, staff or parents.
- * Title of Program
- * Description of Need this program Seeks to Address or Problem to be Solved
- * Summary of Program
- * Description of Benefit to Students
- * Projected Outcome or Impact of Project
- * Description of Evaluation Process
- * Methods, Techniques or Procedures that will assist in Achievement of Projected Outcome
- * List any State Standards that may be Achieved upon Program Completion
- * Total Cost of Program
- * Total Amount Requested from AEF
- * List other sources of Funding
- * Will Resources Provided by this Grant be Used for More than 1 Year
- * Budgetary Details
- * Will this Program Continue if Awarded Partial Funding
- * How will AEF be recognized as the donor for this program
- * Date by which Funds are Needed
- * Program Start Date
- * Program Completion Date
- * Electronic Signature and Funding Agreement
- * Date