Tips on completing the literacy and math improvement CSPD grant application

Important Dates!!

- Full grant proposal DUE
- April 19, 2013 by 5 p.m.

- Final Notification of grant awards to approved LEAs May 31, 2013.

- There will be 3 categories of grant recommendations:
  - 1. No funding
  - 2. Conditional (additional detail required)
  - 3. Funding (either full or reduced)

- You may fax or email
  - If you send by fax, please don't wait until 5 minutes before due date. The date/time on the fax will be the deciding factor.
  - Same policy is for emailed documents

- Contact person will receive email notification. Ensure that contact information is accurate
- Limited amount of funds….So…be clear, concise
- Maximum amount awarded per school is $5000.00.
- District may request funding for multiple schools @ $5000.00 per school.

What to do!!??

- Clear
- Concise
- Keep to the number of pages of the CSPD grant application form…11 pages
- Signature page!!!!

- Teacher goals/objectives and outcomes
- Student goals/objectives and outcomes
- Goals/objectives need to be measureable, which means how are you measuring/evaluating the goals, etc.
- Data speaks volumes
  - Baseline data important

- DO NOT send any identifiable student information.

Contact person

- The contact person listed on your final grant application is the person who will receive ALL communications.
- So…..if you put your principal as a contact person and you are doing all the work……

- Don't be late in submitting your completed grant!!!
- If you choose not to submit a full grant proposal, please let me know.
- It may be possible to redistribute monies.

Finally!!!

- Good luck and call if you have any questions
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