**Calvert County**

**School Foundation**

FY2018 Request for Proposals

***The purpose of the Calvert County School Foundation is to provide additional funding opportunities, for staff and the community, in order to continue to improve the quality of education provided by Calvert County Public Schools by strengthening creativity, critical thinking and by engaging students and staff in the learning process. We will also recognize employees for their service and contributions to Calvert County Public Schools and to the community.***

**Contact: Dr. Victoria karol**

**1305 Dares Beach Road**

**Prince Frederick, MD 20678**

**EMAIL: karolv@calvertnet.k12.md.us**

**Phone: 443-550-8005**

**Grant Details**

* **Timeline:** 
  + **Grant Applications Released for FY2018 – January 1, 2018**
  + **Deadline for Grant Submission: February 1, 2018**
  + **Grant Winners Announced – February 28, 2018**
  + **Funding Period – March 1, 2018 – June 8, 2018**
  + **All required paperwork due by June 15, 2018**
  + **Maximum Limit of 10 Pages; 12 pt. font**

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Requested Amount: \_\_\_\_\_\_\_

Project name or title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Team: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade: \_\_\_\_\_\_\_\_\_ Subject/Activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone no. (day) \_\_\_\_\_\_\_\_\_\_\_ (evening) \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How many students will be involved in this project this year: \_\_\_\_\_\_\_\_\_\_

1. Project Overview – Please provide a one paragraph summary of the project including duration. Also, describe the population to be served.

2. Project Rationale- Briefly describe why the project is important at this time.

1. Project goals- What impact do you expect this project to have?
2. Using the table below, list the key steps necessary for achieving your project goal and provide a timeline for accomplishing each of the key steps. The last date should indicate when the goal will be achieved.

|  |  |
| --- | --- |
| Key Steps (what must be accomplished) | Timeline (when the key step will be done) |
| 1. |  |
| 2. |  |
| 3. |  |
| 4. |  |
| 5. |  |
| Goal: |  |

1. How and why do you believe the key steps will lead to success: (e.g., methods proven in the literature, lessons learned from past experience, etc.).
2. Briefly describe how this project will align with the Calvert County School Foundation priority areas: equity, student outcomes, school climate and culture, workforce, and community engagement goals.
3. Project evaluation – Please identify the indicator(s) that you will use to measure your project’s success in achieving its goal. How will you collect the data to measure the project’s indicators?
4. Project budget-Please itemize the total budget and specify how much of each line item is being requested from the Calvert County School Foundation (CCSF).

|  |  |  |
| --- | --- | --- |
| Expense | Total Project Budget for this line item | Amount requested from the CCSF |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total |  |  |

1. Replication & Sustainability – Please describe how this project will continue beyond the scope of this proposal.
2. Is there anything else that you would like to share with us to further clarify or explain your project?

**Signed Authorizations:**

Project Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Project Leader

Project Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Principal/Supervisor

Project Approved by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Calvert County School Foundation Grant Representative