



2010-2011

*Mini-Grant Application
for Classroom Project*

- Progress Energy Classroom Mini Grant
- Reading, Riding and Retrofit Green Team Micro-Grant

The Buncombe County Schools Foundation Board of Directors is now accepting applications for the 2010-2011 Classroom Project Mini-Grants. The purpose of our grant program is to provide BCS educators with an opportunity to submit requests for financial support for innovative and creative curriculum, special activities, and classroom projects.

Please contact Leslie McCreary at leslie.lamb@bcsemail.org or Lisa Adkins at lisa.adkins@bcsemail.org, or by calling the BCS Foundation office at 255-5969 with questions.

Requirements

- Applicants must be Buncombe County School personnel.
- Applicants must use the grant application provided and each section of the grant application must be completed for consideration.
- **Grant applications must be typed.**
- Completed applications must have the appropriate authorization.
- The project administrator is responsible for implementing the grant at his or her school. The grantees are the principals, teachers and students affected by the project.
- More than one grant application can be submitted from each school site. An educator may collaborate on more than one proposal for separate/independent projects.
- Funded projects must be implemented within the 2010-2011 school year.
- **Application Deadline is Tuesday, January 11, 2010 at 5:00 p.m..**

Screening Committee Criteria

- Is the statement of the proposed project clear?
- Are the objectives clearly stated? Are they realistic and worthwhile?
- Are the procedures to be followed clearly described? Are the methods, needed materials, resource personnel, a tentative schedule, and completion date specified?
- Are the plans for evaluating the project suited to the nature of the project?
- Is the budget request reasonable and sufficiently detailed?
- Is the proposed project innovative? Is this a new project (as opposed to similar projects in progress)?
- Does the project have promise of benefiting students in the school in which it is being conducted or the Buncombe County School System as a whole? Priority is given to projects with the capacity to be scaled-up or utilized in other classrooms/schools.

Selection & Notification

- Grant Applications will be reviewed on a competitive basis and a limited number of grants will be funded.
- Based on the review by the screening committee one of three actions will take place:
 - 1) Approval of grant application for full or partial funding.
 - 2) Return the grant application with suggestions for re-submission.
 - 3) Reject the application.
- Final decision on grant awards will be the sole judgment of the screening committee for Buncombe County Schools Foundation.
- Notification correspondence will be directed to the project administrator through email.
- Notification to grant recipients will be announced on or before **January 27th**.

Final Evaluation of Project

- The project administrator will be required to complete a final evaluation form and accounting form.
- The forms will be included in the award winner notification email as an attachment and are due back to the Foundation no later than thirty (30) days after completion of the project.
- All funds must be expended by **May 12, 2011**. Any unspent funds must be returned to the Buncombe County School Foundation.

Receipt of Grant Money

- Please allow up to four weeks for your funds to be available at your school after notification has been received.
- All grant funds will be awarded in the form of a check made out to the school, with designation for the project or equipment.
- In the event of publicity opportunities and depending on which grant you receive, **Progress Energy, the Community Foundation of WNC, or Buncombe County Schools Foundation** would appreciate recognition for this sponsorship. These acknowledgements allow the community to be more aware of our presence as an avenue to support Buncombe County Schools.

Progress Energy Classroom Mini Grant

Sponsor: Progress Energy

Purpose: This mini-grant is designed to support innovate and creative classroom projects **related only to energy education.**

Eligibility: K - 12 teachers within the Buncombe County School System

Total: \$10,500.00

Max. Grant: Open

Possible Areas for Funding:

Projects that address issues related to energy education such as, but not limited to, *Energy Around the World, Building Buddies, The Great Energy Debate Game, and Today in Energy.*

Programs that are on going - ones where the materials will be used more than once.

These projects/programs should benefit a large number of students, meet curricular goals, and be unique and creative. Additional information about possible projects/programs can be found at www.need.org.

Areas not Funded:

- Salaries or Stipends
- Staff Development
- Food Requests
- Test taking/test practice materials

Grant applications are available through your principal or by downloading the information from our website, www.bcsf.net. All requests must be submitted to the Buncombe County Schools Foundation, by Thursday, **September 16, 2010**. Grant awards will be determined by an screening committee composed of members of the of the Buncombe County Schools Foundation's Board of Directors. Also, teachers, administrators, and central office personnel may be invited to assist with the selections. Applicants will be notified on or before **September 30th** whether their proposal will be funded. Each recipient will be responsible for accounting and evaluation forms.

Reading, Riding and Retrofit Green Team Micro-Grant

Sponsor: Land-of-Sky Regional Council and US Environmental Protection Agency (EPA)

Purpose: The purpose of this grant is to fund **environmental leadership projects**, which can demonstrate environmental benefits - specifically **school-level strategies that provide measurable greenhouse gas reductions**. Funded projects will be expected to have a **community outreach** component.

NOTE - The projects must be undertaken and completed by a school-level **"Green Team"** that consists of students and teacher(s); the team may also include parents and other school staff.

Eligibility: K - 12 teachers within the Buncombe County School System

Total: \$10,000

Max. Grant: \$1,000

Possible Areas for Funding:

- In general, grant funds may be used for those things needed to complete the project, including but not limited to educational materials, supplies and tools/equipment.
- Projects may relate to and complement facilities projects which improve energy efficiency and/or reduce greenhouse gas emissions.
- Examples of possible projects: (you do not have to select one of these)
 - A student-organized audit of energy use or water use;
 - Development and deployment of outreach materials about why recycling is important to the economy, the community and the environment, along with measuring changes in the amount of materials recycled;
 - Develop a school challenge to reward the classroom with the highest recycling rates;
 - An educational project which informs students and staff of the benefits of facilities or transportation changes that are being made at the school;
 - An examination of the cafeteria waste stream, and recommended strategies to reduce waste or change the waste stream;
 - An examination of transportation issues at the school, and development of recommendations that would reduce miles traveled, emissions, change the rate of bus usage, etc.

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***Buncombe County Schools Foundation
Mini-Grant Application for Classroom Project***

Grant Applications - Due Tuesday, January 11, 2010 at 5:00 p.m..

Choose Only One per Application

- Progress Energy Classroom Mini-Grant
- Reading, Riding and Retrofit Green Team Micro-Grant

Date: _____

Project Administrator: _____

Home Address: _____

Home Phone: _____

Email (required): _____

Position: _____ School: _____

Project Title: _____

Budget Request: _____

One paragraph summary description (Use additional paper if necessary.):

Signature of Principal or Supervisor: _____

Signature of Applicant: _____

Please forward to: Buncombe County Schools Foundation
175 Bingham Road
Asheville, NC 28806

***Buncombe County Schools Foundation
Mini-Grant Application for Classroom Project (cont.)***

4. Give a schedule of events

5. Approximately how many students will be affected by this project?
Please explain your number.

6. Detail your budget request. Include some specific information such as kinds of materials and equipment needed, source of supplies, and costs. Include sales tax and shipping in your budget request.

<i>Example:</i>	<i>Item</i>	<i>Supplier</i>	<i>Budget Amount</i>
	6 "Learning to Read" Books	ABC Supply	\$33.00