

Lake Central Education Foundation

The foundation's central purpose and mission is to enhance innovative, inspiring and engaging educational opportunities for students through partnerships with educators, parents, businesses, and the greater community.

GRANT WRITING

Two Types of Grants

LAKE CENTRAL GRANT ROUNDS

The Lake Central Education Foundation offers bi-annual grants with application cycles opening in August and January. The Foundation seeks proposals for innovative educational opportunities that enhance the learning environment and experiences of the students. The maximum award per grant varies by round but typically in the range of \$500-\$1,000.

LAKE CENTRAL SEED GRANT OPPORTUNITIES

The Lake Central Education Foundation is offering a one-time opportunity through a Seed Grant. Seed Grants are intended for initiatives that launch a new and innovative program, club, activity, creative ideas, or learning opportunity with the expectation that successful programs will develop ongoing support through future funding, community partnership or school resources to benefit Lake Central students. A Seed Grant extends beyond the Foundation's standard biannual grant funding with a larger sum of money, up to \$5,000.

Funding Differences

A suggestion that we make a table showing what can be provided by funds available from varying accounts.
Example of table is below.

Lake Central School Corporation (LCSC) accounts	Lake Central Education Foundation (LCEF) accounts	School Parent Teacher Organizations / Associations (PTO) (HSA) accounts
<u>Curriculum</u> Examples: Instructional materials Textbooks Digital platforms	<u>Biannual Grants</u> Grant applications are for innovative educational opportunities that enhance the learning environment and experiences of the students. Examples: Math – Building Blocks of Numbers (strengthen understanding of base ten number system) Math Stackers’ – blocks (purposefully designed to help students visualize and model math concepts) Music – Steel Drum Pan and Ukuleles (study a variety of music standards and has interdisciplinary connections) Resource Room – Palettes for reading and math (offers students interactive tools that forest hands-on engagement and strengthens skills) Science – UV Sensor Labs (UV sensors for AP Environmental Science Students) Science – Laparoscopic Simulations (Biomedical students have authentic experiences to train on laparoscopic trainer kits) <u>Seed Grants</u> Waiting for definition Examples: Science – Middle School Computer Science Program integrates robotics into the curriculum provide an extracurricular opportunity of Robotic Club High School – War Memorial Phase II 0 educational opportunities for multiple cross-curricular lessons for students and may school community visitors viewing the memorial	<u>Ideas</u> Examples: Field trips School events Assemblies Celebrations Teacher support and appreciation initiatives Classroom supplies Book Fairs School Spirit Wear Walk-A-Thon Read-A-Thon Restaurant Fundraisers Online Donation Campaigns

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Grant Writing Application

There are five pages.

Optimizing all funds available for students' learning is a responsibility of our school corporation and the Lake Central Education Foundation. Before filling out your grant application please check with your building principal to see if the LCSC can cover your proposal through its budget.

Page 1 and 2 – The criteria. Proposals are judged by the LCEF Grant Committee. Proposals are reviewed according to merit/components desired by the Grant Committee.

Keep in mind, all proposals are to enhance, supplement and align with curriculum/standards, and not intended to replace them.

Grant Writing Application

Page 3 – The grant proposal. There are 14 steps in writing a grant proposal. There is a checklist at the bottom of the application to ensure the grant is complete. The grant due date is at the bottom of the page. Send the completed grant in a PDF to:
lakecentralef@lcscmail.com

Page 4 – The grant proposal rubric is another checklist to double check your application. Criteria with questions to ask your self is at the bottom is a page, Ask Yourself When Writing Your Grant.

Page 5 – Partners in Education for Helping Support our Teacher Grant Program
Important Dates during the grant process.

Communication Between Applicants and LCEF Grant Committee

Grants are reviewed.

Every application is sent a letter stating if there grant is approved or not.

If a grant is awarded, applicants will be invited to attend a LCSC Board Meeting to receive their check and to be recognized for their 'above-and-beyond' work to enhance students learning.

Checks are made out to the school. Checks are to be given to the applicant's bookkeepers at the school. The items can be ordered according to each schools' process.

Accountability can be done with a short 3 – 5 minute video or taking pictures.

Send the video and/or pictures to lakecentralef@lcscmail.com to help demonstrate student activity.

Frequently Asked Questions by Applicants

Answers reflect the Foundation's central purpose and mission which is to enhance innovative, inspiring and engaging education opportunities for students through partnership with educators, parents, businesses, and the great community and a successful project involves students in a dynamic unit of study with student activities.

Q – Why would I want to write a grant, just another thing to do?

A – Applicants have innovative ideas with dynamic students activities to teach concepts that relate to required curriculum but do not have the funds available to implement those ideas for student growth. To save applicant's time, LCEF funds can be acquired with a simple application, and grant assistance is available (see slide 9).

Q – How do I write a grant?

A – The grant application has five pages.

- The first two pages gives the criteria for judging and aspects to consider when writing a grant.
- The third- fifth page of the grant application has step by step questions to answer with a checklist at the bottom to ensure the grant is complete.
- Send the complete grant in a PDF to lakecentralef@lcscmail.com.

Q – When is a Grant Round?

A – Keep in mind there are two types of grants. Bi-annual grant is one in the fall and one in the spring. A Seed Grant is a one time opportunity to launch a new and innovative program. Central Office (Kathy Pederson) sends all grant application information to everyone that has an **lcscmail** email address.

Q – What is the time frame of a Grant Round.

A – Biannual grant applicants are given six week to write and complete the grant application. Deadline is at 11:59 pm of the date due stated on the bottom of the application.

Q – Can a grant be written for technology?

A – The LCEF only accepts grants that enhance learning and not to replace existing technology curriculum. The Corporation has indicated to ensure sustainable use to technology, applicants would be better served to contact their supervisor with their request.

The purchase of technology through the Corporation insures it can be supported, maintained and updated through the Technology Department.

Q – Can a grant be written for books?

A - The LCEF only accepts grants that enhance learning and not to replace existing curriculum. The Corporation has indicated to ensure sustainable use to books, applicants would be better served to contact the Director of Primary or Secondary Education.

Q – How are the grants reviewed?

A – The LCEF Grant Committee reviews each grant independently. Grants are awarded on their criteria/merit of how it aligns with the LCEF mission statement.

Grant Advisors

Are you having trouble writing a grant?

Here is a list of people with their contact information that can advise you with your grant.

Caleb Johnson – cjohnson@csjlawllc.com

Janice Malchow – jmalchow@lcscmail.com

Louise Tallent – louise.tallent3@gmail.com

Melody Wolff – grantchair@lakecentralef.org

Louise Tallent – 219-308-5084

Melody Wolff – 219-741-8463

Please leave a message.