

FOUNDATION FOR FORT MILL SCHOOLS
TEC DOWLING MEMORIAL FUND FOR TECHNOLOGY IN THE CLASSROOM
GRANT APPLICATION
2018

The TEC Dowling Family has donated the funds for these grants, with the mission of benefiting the students of the Fort Mill School District through the implementation of new technology, the upgrade of existing technology, or the provision of technology training, that directly impacts the classroom.

A minimum of one grant will be awarded with a value up to \$500.

Applicants should provide a narrative of their Technology in the Classroom proposals using the following guidelines. Proposals must meet all standards and guidelines set forth in this document to receive full consideration.

Additional information may be included for clarification.

Please complete the Google form and attach the application, compiled into a single document, at:

[FFMS 2018 Grant Submission Portal](#) (Use CTRL+Click to activate the link)

Only digital submissions via this method will be considered.

Due date is March 9, 2018.

TEC Dowling Technology in the Classroom Grant Guidelines

GRANT PROPOSAL GUIDELINES	
<p>All documents must be included in ONE submittal, whether via URL or PDF. Omission of any of the required information described below (including those items that are not scored) will remove the grant application from consideration.</p>	Points
TITLE AND INFORMATION PAGE	
<ul style="list-style-type: none"> Please use the template in this link for the Title / Information Page: FFMS 2018 Grant Title / Information Page (Use CTRL+Click to activate the link) <p>From the Google Docs document that opens with this link, select the "File" menu and then select "Download As", and you can select the format in which to download, to append it to the rest of your application/proposal. The information portion of the page is pre-formatted, but the title portion can be as straightforward, or as creative, as you choose.</p>	Not scored
EXECUTIVE SUMMARY	
<p>Executive summary page should include an explanation of the benefits to the students of the project, a summary of the project, grant amount requested, total dollar amount required (if different from amount requested), and linkable table of contents.</p>	
<ul style="list-style-type: none"> Addresses an identified curriculum/achievement need, and clearly states the targeted need(s) being addressed. Clearly states who and how many will benefit from the project, as well as how they will benefit. 	0 to 30
<ul style="list-style-type: none"> Gives clear description of the technology or training that will be implemented 	0 to 45
BUDGET AND OTHER FINANCIAL SUPPORT	
<ul style="list-style-type: none"> Includes defined, prioritized budget with items supporting project objectives and cost of each 	0 to 25
<ul style="list-style-type: none"> If additional funds are needed to complete the project, the applicant must provide evidence that those additional funds have been secured and committed 	Not scored
LETTER OF SUPPORT FROM PRINCIPAL	
<ul style="list-style-type: none"> Includes signed letter of support clearly endorsing project on school letterhead 	Not scored

GRANT PROPOSAL FORMAT

Cover Page:

*Title/Information
Page provided via
link at the top of
this document.*

Executive
Summary

Budget
And Other
Financial
Support

Letter of
support
from Principal

**On School
Letterhead*

GRANT PROPOSAL GENERAL INFORMATION

- An individual teacher or several teachers working together can submit a Technology in the Classroom grant application for a project that brings technology into the classroom setting, or for technology training.
- A minimum of one Technology in the Classroom grants will be awarded, with funding up to \$500 each. Review your budget to include only the amount required to successfully implement your program. The grant committee will award the amount deemed necessary. Grant winners are not guaranteed the amount requested.
- Applications for the 2018-2019 school year are available now and may be submitted via google form until the deadline at midnight on March 9, 2018.
- Funds must be spent by June 30, 2019.
- The Foundation for Fort Mill Schools will acknowledge each grant application upon receipt. Acknowledged grant materials become the property of the Foundation.
- Applications are evaluated and scored by the Grant Committee. A point value for each section is included on page one. Once scored, the Grants Committee will make award recommendations to the Foundation for Fort Mill Schools Board of Directors.
- Grants from the Foundation for Fort Mill Schools are not intended to provide financial support for programs that are normally funded by the Fort Mill School District's operating budget.
- All materials purchased with grant monies must stay within the Fort Mill School District. If the grant recipient moves to another school within the Fort Mill School District the materials may go with the recipient. If the grant recipients are a team, the materials must remain at the originally awarded school. If the grant winner moves out of district, grant items will remain at the originally awarded school.
- If a balance of grant funds remain after items are purchased, the grant winner must contact the Foundation's director with the remaining amount and issue a formal written request outlining the remaining balance and specific plans as to how the funds will be utilized. The Grant Committee will review the request.
- Grant award notifications will be sent via email no later than Friday, May 4, 2018. Declined requests will also be sent via email to the applicant by May 4, 2018. All applicants may request feedback.
- An Evaluation Report to be completed by grant award recipients at the end of the grant period (not later than June 30, 2019) is required.
- If you have any questions regarding the grant process, contact info@ffms.org .