



TEACHING GRANTS Guidelines for Grant Applications

Purpose:

Teaching Grants are designed to encourage, facilitate, recognize and reward creative instructional approaches to the accomplishment of program objectives. The Fredericksburg ISD Education Foundation (FEF) is offering teachers and administrators the opportunity to apply for grants to support programs or projects for higher levels of student learning. The grants must enhance student academic performance and support the objectives, goals, and initiatives of the Fredericksburg ISD. The Foundation does not accept grant requests for furniture.

Persons Eligible to Apply for Grants:

Individuals or teams of individuals employed by Fredericksburg Independent School District who are involved in the instruction of students or related support services benefiting students.

Eligible Proposals:

Instructional approaches or projects designed to begin during the upcoming semester of the school year and which meet the selection criteria. Grants may fund instructional and classroom materials, parent involvement programs, or any activity or material which supports higher levels of student academic achievement. ALL employees listed on the grant application need to sign next to their name.

Award of Funds:

Grants will be awarded to individual teacher-initiated programs or projects. Grants will be awarded to campus teams, departments and district-initiated programs or projects. The number of awards will depend on funds available from Fredericksburg ISD Education Foundation.

Selection Criteria:

- The degree to which the grant supports the District goals and is specifically designed to address an area of need substantiated by data.
- The degree to which student academic performance is emphasized.
- The degree to which sound evaluation procedures are incorporated in the proposal.
- The degree to which the proposal is clear and logical, including (a) specificity of objectives; (b) clarity of description of instructional procedures, methods or treatments; and (c) correspondence among evaluative procedures, objectives and treatments.

Submit completed applications to your campus principal with required technology signatures, if needed, by **May 30, 2025 at 12:00 noon.**

Selection Process:

1. Application forms may be obtained online through the web page www.FISDKids.org.
2. Teacher initiated applications must be reviewed and signed by the principal to ensure congruence with campus programs and goals.
3. Signed applications are due no later than the date selected by the FISDEF Board of Directors.
4. Applications will be reviewed and commented on by the Grant Application Review Committee made up of at least seven FEF Program Committee members.
5. If recommended for approval, the application is presented to the Board of Directors of FEF in summary form for review and formal approval.
6. If approved by the FISDEF Board of Directors, the application is collectively presented to the Fredericksburg Independent School District School Board for formal acceptance of the grant funds.
7. Applicants will be notified of decisions by the date specified by the committee.

Responsibilities of Grant Recipients:

- Use the awards for the purposes intended.
- Funds must be expended by the end of the semester immediately following award notification. Projects awarded must be fully implemented by the end of the following semester.
- Project evaluation must be submitted within 30 days of project completion.
- Agree to share successful procedures in staff development sessions. When appropriate, video the results of your grant implementation to share with the Foundation.

When applying for a grant, please remember the following:

- Grants are to be used to fund projects that cannot be provided for in the school and district budgets.
- Objectives and outcomes should be consistent with the goals of your school and the district.
- When creating your budget, research carefully and be realistic. Small grants are just as likely to be awarded as large grants. Partial funding will be considered. Funds will not be awarded for budgeted items available from district resources.

Tips for a Successful Application

Statement of Need:

- Describe the area of student achievement you wish to address and give any data that supports the need. Please include how this grant addresses district and campus goals.
- Keep the statement simple and straightforward.

Goals & Objectives:

- Objectives are defined and attainable.
- Outcomes are measurable.
- Be specific.

Implementation Plan:

- Describe the project activities and timeline.
- Show how the project supports the purpose.
- List steps to be followed in project implementation.
- Relate project to need and objectives.
- Be specific.

Evaluation:

- Describe expectations of the project.
- Indicate how you will know whether the project was successful.

Budget

- Provide a realistic budget by supplying actual vendor quotes. Rely on your campus secretary for the best quotes on tangible items.
- Will district resources be used?
- Will there be plans to apply for additional grant money annually to continue the project?

Sustain/Collaborate/Impact:

- Are there others who will participate in this project? (PTA, Rotary, Lion's Club)
- What will their roles be?
- Will the project continue after the school year has concluded?
- Will the project have a positive impact on the population served?

Grant Rating Rubric 2025-2026

Criteria	Excellent	Good/Fair	Poor	Score
Educational Goals & Objectives	Objectives/TEKS are clearly defined, obtainable, and address a stated need. Outcomes are measurable & explained. Project has potential to make a significant impact on the needs of FISD. 3 Points	Objectives/TEKS are somewhat defined and address a need. Educational outcomes are stated. It is possible that the project could make a difference in the needs of FISD. 2 Points	The objectives/ TEKS are not clearly stated. The need and/or educational outcome are not clearly defined or could not be measured effectively. 1 Point	
Implementation Plan	Includes well-thought and engaging student activities in a reasonable timeline. Project uses imagination, and new pathways of learning that are clearly documented and evident. 3 points	Includes some evidence of activities that engage students; timeline is unclear or may not be realistic. Imaginative idea but lacks in approach, content or delivery 2 points	There is a lack of clarity about how the activities will engage students. Accountability and responsible roles are not clearly defined. The project is not cutting edge or lacks creativity. 1 point	
Evaluation	Evaluation is both quantitative and qualitative and will be reported upon completion of the project. There are clear and measurable targets that describe the student expectation and progress toward the goal can be measured. 3 points	Evaluation component is built-in, but not specific. Methods of evaluating the effectiveness of the project are limited, but included. 2 points	Evaluation component is not addressed. 1 point	
Budget	Budget is realistic and there is significant return on investment. Additional district resources and prior funding is identified and explained. Any plans for additional grant money are explained. 3 points	Proposed budget is realistic, but brief and has a moderate return on investment. 2 points	Budget is documented, but is incomplete and has little return on investment 1 point	
Sustainability, Collaboration & Impact	Project can continue after grant has concluded; Demonstrates potential for collaboration to include many staff & students. Will have a positive impact on the needs of the population served. 3 points	Future sustainability is limited; minimal collaboration and project impacts a minimal number of students and staff. 2 points	Sustainability is not addressed and there is no clear plan for collaboration and impact on students and staff is not addressed. 1 point	