

## Region VI

## Association of California School Administrators

August 5, 2017

Dear ACSA Member:

Do you have an idea for an innovative project that you would carry out if you only had some additional money? Would \$1,000 help? If so, apply for the Region VI ACSA Mini-Grant. (5) mini-grants will be awarded.

The parameters for these grants are very broad so that administrators can try their most creative ideas. Mini-grants are intended to encourage innovative projects addressing any school/student/staff need. The application process is simple. Just fill out the cover sheet and write a narrative addressing the seven components listed on page two of this form.

Return the application by February 23, 2018 to:

Cyril Bonanno  
38 Castledown Rd.  
Pleasanton, CA 94566

If you have any questions, please call me at 925-216-9430.

Sincerely,

Bob Giannini  
Region 6 Executive

Attachment: Application Form

**Region VI  
Association of California  
School Administrators**

*Announces*

**Mini-Grants For  
Instructional Leadership**

TO: ACSA Members

- Three \$1,000 grants will be awarded for the year 2017-18
- Mini-grants are intended to encourage innovative projects addressing any school/student/staff need.

Deadline for applications

February 23, 2018

Announcement of awards  
Awards Luncheon

April 2018  
April 24, 2018

**Requirements:**

1. Applicant must be a member Region VI and State ACSA.

2. One original application and three (3) copies sent to:

Cyril Bonanno  
38 Castledown Rd.  
Pleasanton, CA. 94566

*(One grant per ACSA member)*

Region VI, ACSA  
MINI-GRANT APPLICATION

Cover page

Name of ACSA Member \_\_\_\_\_

School Name \_\_\_\_\_

School District \_\_\_\_\_

School Address \_\_\_\_\_

Phone \_\_ (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_  
Member's signature

\_\_\_\_\_  
Superintendent's signature

---

**Directions:**

1. Use this page as the cover sheet of your application.
  2. Attach two (2) pages, double-spaced, explaining need, objectives, activities, and evaluation method as described on page 2.
-

**Rating Criteria**

1. Significance in relation to major education reforms
  2. Creativity
  3. Administrative involvement
  4. Clarity and completeness
- 

**Budget**

(not to exceed \$1,000)

Textbooks/ other books\_\_\_\_\_

Supplies\_\_\_\_\_

Consultants\_\_\_\_\_

Pupil transportation\_\_\_\_\_

Capitol outlay\_\_\_\_\_

Teacher substitutes\_\_\_\_\_

Other \_\_\_\_\_

TOTAL\_\_\_\_\_

**REGION VI, ACSA  
MINI-GRANT APPLICATION**

**Page 2**

**APPLICATION FORMAT**  
(No more than two pages.)

**A. NEED**

How many students/ staff will be helped?

What site/ district need will be fulfilled?

**B. OBJECTIVES OF YOUR PROPOSAL**

What will be done and how will the objectives be met?

What outcomes are desired?

What are the administrative commitments?

How does this project supplement existing programs?

### C. ACTIVITIES

What will the administration be expected to do?

How will staff members be involved?

Will students participate directly?

### D. MONITORING AND EVALUATION

Who will be responsible for evaluating the proposal?

When will monitoring and evaluation take place?

What instruments or processes will be used to measure attainment of objectives?

### E. RATIONALE

What makes this proposal unique to your district/school?

How is it an imaginative solution to a problem?

How will the proposal improve learning?

### F. TIMELINE

Who will do what by when?

### G. BUDGET

What specifically needs to be funded?

Will there be other sources of funding? Please list.