

# **Association of California School Administrators Region 6 Mini-Grant Program 2019-2020**

**Purpose/Goal: Encourage innovative projects to significantly impact student or staff learning**

Do you have an idea for an innovative project that you would carry out if you only had some additional money? ACSA Region 6 awards grants up to \$1,000 each year.

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 three of this form.

Applicant must be a member of State ACSA and Region 6. One grant will be awarded to the ACSA member every three years. You will be required to submit your implementation results and lessons learned from the project (Written summary and/or video) by May 1, 2021. In addition, you will be expected to present your project at the Region 6 Annual Conference in June 2021.

## **Rating Criteria**

- Proposals that are innovative, creative, and have potential to be transformative
- Goals are aligned to reform initiatives in the applicant's district as well as ACSA's Strategic Plan (found on ACSA.org)
- How impactful is the grant for students?
- How does it address equity issues in the school/district?
- Is the proposal replicable?
- What is the degree of administrative involvement?<sup>[L]  
[SEP]</sup>
- What is the plan to share the results or lessons of the grant implementation?
- Proposal written with clarity and completeness<sup>[L]  
[SEP]</sup>

Applications are due on Monday, February 24, 2020 to Rose Lock, Region 6 Executive, at [roselockR6@gmail.com](mailto:roselockR6@gmail.com). Submit fillable cover sheet on next page along with your 3-page proposal.

Grant awards will be presented at the Region 6 annual Awards Luncheon on April 21, 2020.



## ACSA Region 6 Mini-Grant Application

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

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

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

Address \_\_\_\_\_

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

Email \_\_\_\_\_

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

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

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### **Directions:**

Use this page as the cover sheet of your application. <sup>[L]</sup><sub>[SEP]</sub>

Your proposal should be two (2) pages, explaining need, rationale, objectives, activities, evaluation, and timeline, as described on next page. Include the budget on a third page.

A. NEED

- How many students/staff will be helped?
- What site/district need will be fulfilled?

B. RATIONALE<sup>[L]</sup><sub>[SEP]</sub>

- What makes this proposal unique to your district/school?
- How is this project innovative?
- How will the proposal improve learning?

C. OBJECTIVES OF YOUR PROPOSAL

- What will be done and how will the objectives be met?
- What outcomes are desired?<sup>[L]</sup><sub>[SEP]</sub>
- What are the administrative commitments?<sup>[L]</sup><sub>[SEP]</sub>
- How does this project supplement existing programs?

D. ACTIVITIES

- What will the administration be expected to do?
- How will staff members be involved?<sup>[L]</sup><sub>[SEP]</sub>
- Will students participate directly?

E. MONITORING AND EVALUATION<sup>[L]</sup><sub>[SEP]</sub>

- Who will be responsible for evaluating the proposal?<sup>[L]</sup><sub>[SEP]</sub>
- When will monitoring and evaluation take place?<sup>[L]</sup><sub>[SEP]</sub>
- What instruments or processes will be used to measure attainment of objectives?
- How will you share your implementation results and lessons learned?

F. TIMELINE<sup>[L]</sup><sub>[SEP]</sub>

- Who will do what by when?

G. BUDGET<sup>[L]</sup><sub>[SEP]</sub>(not to exceed \$1000) – Provide detailed income/expenditures

- How will this grant be used?
- What are other sources of funding? Please list all.