



**Dr. Dan Kahler Innovative Teaching Grants Program  
2021-2022  
TEACHING GRANT APPLICATION**

**GUIDELINES**

- All North Kansas City Schools staff members may apply for **Teaching Grants of up to \$1,000.**
- Grants should fund projects that are **not** already provided for in site and district budgets. If a grant winner retires, resigns or leaves the district, the grant materials stay within the district and with the winning school or department. If a grant winner transfers within the district, the grant materials may transfer too.
- Grants cannot fund staff compensation, **but they may be used for training or release time if needed for the specific project.** Any absences resulting from grants must be approved by administration. Grants also may not be used to earn advanced degrees.
- An application for a specific grant will not be considered in another category. For instance, a Teaching Grant application will not be considered for a Site Grant. Submit separate applications with appropriate budgets.
- When creating a budget, research carefully and be realistic. Small grants are just as likely to be awarded as large grants, and partial funding may be considered by the selection committee.
- Objectives and outcomes should be consistent with site and district goals.
- **NOTE: If your grant application includes technology or software, you must consult with the district's instructional technology coordinators. All grants requesting Apple devices and apps must be approved by and purchased through the IT department.**
- To maintain anonymity, **please do not use your name or school/department name to answer application questions. ONLY** fill in your name information on the application cover sheet.
- Continuing grants are not guaranteed funding and will not be approved for more than three years.
- Projects awarded grant funds must be completed **by June 30, 2022.**
- Grant winners may be asked to give verbal and/or visual presentations of their projects at future Education Foundation meetings or events, such as the Fall Breakfast Student Showcase.

## PROCESS

- Obtain a grant application from [www.nkcschoolsfoundation.org/grants-for-staff/kahler-grants-program](http://www.nkcschoolsfoundation.org/grants-for-staff/kahler-grants-program). **Be sure to select the appropriate application:** Teaching Grant, Site Grant, STEAM Teaching Grant OR STEAM Site Grant.
- **NOTE: Complete the cover sheet and prepare an application NO LONGER THAN TWO SINGLE-SIDED TYPED PAGES. You may recreate the application form, as long as all questions are answered in the order asked. APPLICATIONS OVER TWO PAGES WILL NOT BE CONSIDERED. You may use narrow margins, but the font size must be at least 11-point for readability.**
- Obtain the approval and signature of your principal/administrator on the grant form.
- Complete and submit your grant application by **5 p.m. Friday, March 19, 2021. Email it to [jan.lewis@nkcschools.org](mailto:jan.lewis@nkcschools.org) or bring it to the Doolin Building at Central Office.**
- View previous grant winners at [www.nkcschoolsfoundation.org/grants-for-staff](http://www.nkcschoolsfoundation.org/grants-for-staff).

## SELECTION CRITERIA

Selection for funding Teaching Grants will be based on these criteria:

- Project shows innovation, is supported by research and will provide enhanced learning opportunities for students.
- The project need is clearly identified and tied to district goals and your improvement plan.
- Goals, instructional plans and a timeline are clearly outlined.
- The number and description of students who will benefit are included.
- Assessments exist and are measurable.
- The grant idea can be replicated and shared with others.
- Your budget is realistic, specific and not a duplication of existing district resources.

## TIMELINE

- **December 2020** – Grant applications are available.
- **March 19, 2021** – Grant applications are due by 5 p.m.
- **April/May 2021** – Winners are surprised during the **Great Grant Giveaway**.
- **May 2021** – Feedback is given to applicants whose grants were not selected for funding.
- **May 2022** – Winners provide a **Grant Summary Form** to the Education Foundation.



Teaching Grant Application Cover Page  
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Grant # \_\_\_\_\_  
(Office Use Only)

**Dr. Dan Kahler Innovative Teaching Grants Program  
2021-2022  
TEACHING GRANT APPLICATION**

Name: \_\_\_\_\_

School/Site/Department: \_\_\_\_\_

Position: \_\_\_\_\_

Email: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

New Grant: \_\_\_\_\_

Continuing Grant\*: \_\_\_\_\_

If Continuing Grant, Years Awarded\* \_\_\_\_\_

Project Title: \_\_\_\_\_

*(This title will be used in media releases and by the Education Foundation for promotion.)*

Grant Amount: \_\_\_\_\_

*I accept the obligation – should my grant be awarded – to document the project, complete a Grant Summary Form, and, if requested, make a verbal and/or visual presentation of my project at an Education Foundation meeting or event.*

**Applicant(s) Signature\*\*:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*This grant is consistent with the site improvement plan and district goals and not a duplication or replacement of district resources.*

**Principal/Administrator Signature\*\*:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*(If a Principal submits this application, please obtain the signature of a Superintendent's Cabinet member.)*

**If applicable, your technology request was reviewed by:** \_\_\_\_\_

**IMPORTANT NOTE:** You may recreate this application form, as long as all questions are answered in the order asked. **The entire application should include this cover page and TWO ADDITIONAL SINGLE-SIDED TYPED PAGES. It should follow standard black and white text format, with NO SMALLER THAN AN 11-POINT FONT.**

**\* Continuing grants will be approved for no more than three years.**

**\*\*Grants submitted without proper signature(s) will not be considered.**

To maintain anonymity, please do not use your name or school/department name to answer application questions.

**Project Title:** \_\_\_\_\_

○ Elementary School: \_\_\_\_\_ Middle School: \_\_\_\_\_ High School: \_\_\_\_\_ Other: \_\_\_\_\_

- **Describe your project/goal(s).**

- How you will use fresh, thoughtful and creative ways to provide enhanced learning opportunities for students?
- Demonstrate that your goal(s) is measureable, realistic, clearly stated and supported by research.
- If this is a continuing grant, what have you learned, how have you applied it and how do you plan to improve it?

- **Demonstrate your need.**

- Discuss how your class, program or curriculum area will benefit from this project.
- Show how your need is tied to student achievement and your site improvement plan and/or district goals.

- **Describe your instructional plan.**

- Describe your instructional objectives. Show how your plan is curriculum-based.
- Outline your timeline. Be specific about activities and completion dates.
- If this is a continuing grant, how does your instructional plan differ from the last grant?

- | SERVICE | SUPPLIER | ESTIMATED COST | POSTAGE/<br>OTHER CHARGES | TOTAL |
|---------|----------|----------------|---------------------------|-------|
|---------|----------|----------------|---------------------------|-------|

**TOTAL AMOUNT REQUESTED:** \_\_\_\_\_

**Dr. Dan Kahler Innovative Teaching Grants Program  
2021-2022 TEACHING GRANT RUBRIC**

Please rate the effectiveness of all criteria, with “3” being high and “1” being low.  
A “0” indicates the grant did not meet the criteria. Circle the number that best describes each statement.

<b>CRITERIA</b>	<b>EXCELLENT = 3</b>	<b>GOOD = 2</b>	<b>ADEQUATE = 1</b>	<b>INCOMPLETE = 0</b>
PROJECT INCORPORATES INNOVATION AND RESEARCH.	Instructional plan is supported by research and shows evidence of fresh, thoughtful and creative ways to enhance learning.	Instructional plan includes some research and new or creative ways to enhance learning.	Instructional plan includes little or no evidence of research or new ways to enhance learning.	Incomplete
GOALS ARE DEFINED.	Goals are realistic and clearly stated and include specific measurable outcomes.	Goals are realistic and clearly stated, but do not provide enough information about measurable outcomes.	Goals are stated, but no measurable outcomes are included.	Incomplete
NEED IS IDENTIFIED.	Need is proven, clearly identified and tied to district/site improvement plans.	Need is identified and tied to district/site improvement plans.	Need is identified, but not tied to district/site improvement plans.	Incomplete
INSTRUCTIONAL PLAN IS OUTLINED.	Instructional plan is specific, clearly outlined and curriculum-based.	Instructional plan is outlined and is somewhat curriculum-based.	Instructional plan is outlined.	Incomplete
INSTRUCTIONAL TIMELINE IS INCLUDED.	Timeline clearly identifies specific instructional activities and completion dates.	Timeline lists some instructional activities and completion dates.	Timeline is included.	Incomplete
PROJECT CAN BE REPLICATED AND/OR SHARED.	The project can be replicated, continued in the future and/or shared with others.	The project possibly can be replicated and/or shared with others.	The project cannot be replicated or shared.	Incomplete
PROJECT INCLUDES ASSESSMENTS FOR STUDENT PERFORMANCE.	Assessments are clearly defined, relevant and connected to site/district goals, course-level expectations or grade-level expectations.	Assessments are defined and show some connection to site/district goals, course-level expectations or grade-level expectations.	Assessments show little or no connection to site/district goals, course-level expectations or grade-level expectations.	Incomplete
BUDGET REQUEST IS INCLUDED.	Budget request is very specific, accurate and not a duplication of existing resources.	Budget request is specific and not a duplication of existing resources.	Budget is included.	Incomplete
APPLICATION INCLUDES CONTINUING GRANT CRITERIA. (IF APPLICABLE)	The project and instructional plan clearly include at least one significant change from the prior application. Previous grant results/data were included.	The project and instructional plan include one change from the prior application. Some previous grant results were included.	The project and instructional plan made no change from the prior application. There was no mention of previous grant results.	Incomplete

# Dr. Dan Kahler Innovative Teaching Grants Program

## 2021-2022 TEACHING GRANT EVALUATION FORM FOR GRANT # \_\_\_\_\_

Please rate the effectiveness of all criteria, with "3" being high and "1" being low.  
A "0" indicates the grant did not meet the criteria. Circle the number that best describes each statement.

	Excellent	Good	Adequate	Incomplete	Weighted Rating	Weighted Total
INNOVATION/ RESEARCH	3	2	1	0	X 4	
GOALS	3	2	1	0	X 2	
NEED	3	2	1	0	X 3	
INSTRUCTIONAL PLAN	3	2	1	0	X 4	
TIMELINE	3	2	1	0	X 1	
PROJECT REPLICATION/ SHARING	3	2	1	0	X 1	
ASSESSMENTS	3	2	1	0	X 4	
BUDGET	3	2	1	0	X 1	
CONTINUING GRANT CRITERIA (IF APPLICABLE)	3	2	1	0	X 2	
TOTAL POSSIBLE: 60 TOTAL POSSIBLE FOR CONTINUING GRANT: 66				<b>Grand Total:</b>		

Please check the statement below that best describes how you would rate this application.

- \_\_\_\_\_ I would **definitely recommend** funding this grant.  
 \_\_\_\_\_ I **might recommend** funding this grant if additional money is available.  
 \_\_\_\_\_ I would **not recommend** funding this grant.