Lawrence Schools Foundation

# Carl Knox
## Staff Development Grant

*Build Your Knowledge With A Staff Development Grant*

Former Superintendent Dr. Knox believed that "staff development is an investment, not a cost." The Carl Knox Endowment Association was founded in the 1980's to honor Dr. Knox and to provide opportunities for staff development. This organization evolved into the Lawrence Schools Foundation, which has continued the tradition of awarding grants to educators each year at the Foundation Follies.
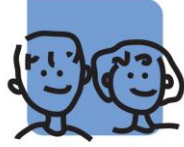
The foundation will present (2) $500 grants in April!

Grants may fund professional development experiences, such as summer institutes or action research, mentoring experiences or lesson study. Professional development must improve practice, curriculum and student achievement, and recipients must put professional leadership into practice by sharing what they learn with their colleagues.

**Timelines and Deadlines**
Applications must be received in the Lawrence Schools Foundation office **by 5 p.m. on March 31st, 2019,** Applicants will be notified of grant selections in April. Funding will be available beginning May 1, 2019. The Foundation will publicize the awards after recipients are notified.

For additional questions please contact:
Lawrence Schools Foundation
110 McDonald Drive
Lawrence, KS 66044
Phone: 785-330-1941
Email: djohnsto@usd497.org

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# Carl Knox Staff Development Grant
## Application

I. Please complete this cover sheet as the first page of your application. No cover letters, please. Applications may be downloaded at www.lawrenceschoolsfoundation.org. If submitting a proposal by email, you must also submit a hard copy of this cover sheet with your administrator's signature. The application must be submitted by **5 p.m. on March 31, 2019** to: Dena Johnston, Executive Director, Lawrence Schools Foundation, 110 McDonald Drive, Lawrence, KS 66044.

Name of applicant(s): _____

      Position/Title: _____

School or building:        _____

Title of project/program:    _____

Grade level(s) served:       _____

Number of students served: _____

Amount requested:         _____

Have you applied for a Lawrence Schools Foundation Grant before? _____ If so, when: _____

What type of grant did you apply for? _____

**IT Department Approval /Endorsement:** _____

**School Administrator's Endorsement:** _____

**District Administrator's Endorsement:** _____

**District Administrator** to answer the following**:**

1. How does the district plan to support and sustain this program/project in the future if funded?

2. Explain how the project could continue once the grant funds have been expended.

***Print this page for the administrator's signature and mail to the Lawrence Schools Foundation.*** *(The school & district administrators signature verifies that the administrator supports the proposal and, if awarded, the implementation of the project or program in the school and/or district.*

*II. Please answer the following questions.  Please limit your total proposal to four (4) pages, excluding the cover sheet.*

**A. <u>Project Description</u>**
**Describe the project/program, including the activities and/or instructional materials that will accompany. Please include references and/or copies of items researched.**

**B. <u>Goals and Purpose</u>**
**Clearly articulate the program/project's purpose and goals.**

**C. <u>Student Achievement</u>**
**Explain how this will enhance student achievement.**

**D. <u>Evaluation</u>**
**Explain how you will measure the success.**

**E. <u>Replication</u>**
**Explain how other educators could replicate this project, and how you plan to share the project  (materials, equipment, and information) with others in the district.  <u>If you are aware that this project has been implemented at another school in the district, please indicate if you have consulted with the staff at the other schools about their experience with the project.</u>**

**F. <u>Funding Resources</u>**
**Explain the availability of other funding resources for this project, such as PTO, matching funds, or in-kind contributions. Have you consulted with your school principal or district to verify funding resources prior to applying for this grant? Explain**

**G. <u>Budget</u>**
**Include an itemized listing of expenditures, including total expected cost.**