# WDE

# Wyoming Education Trust Fund
# Grant Application Competitive Grant Requirements

Applications for innovative education grants from the Wyoming Education Trust Fund must be submitted using the template provided. Each section is to be no more than one page with a font of not less than 12 points. Applications must include the following:

### 1. Assurances (cover page)
   a. Must be submitted by all applicants
   b. Must include signature of District Superintendent

### 2. Competitive Priorities
   a. Computer science course creation or changes in curriculum to integrate computer science into all content areas
   b. Open educational resources creation or changes in curriculum to integrate open educational resources into all content areas
   c. Professional Development related to teaching Computer Science but not resulting in licensure unless that certification falls under the Computer Science or Computing Technology Endorsement
   d. Professional Development related to Open Educational Resources
   e. Professional development leading to PTSB endorsement/PIC permit to teach computer science or computing technology
   f. Collaboration in computer science and/or open educational resources with another district
   g. Creation of _____(including but not limited to makerspace, STEM lab, robotics lab, design labs)
   h. No competitive priorities identified
   **Please note:** Competitive priorities are not required but all applications including computer science and/or open educational resources as a main component will receive higher points

### 3. Abstract
   a. Provides a specific project description
   b. Conveys scope and essence of project in a clear, concise manner
   c. Target population which will be served in project is identified

### 4. Statement of Need
   a. Based on valid data/existing curriculum gaps
   b. Includes a history of the project, if appropriate
   c. Indicates a compelling project

### 5. Project Goals
   a. Goals are clear, concise and concrete, i.e., "SMART" goals
   b. Goals are appropriate to the project

## 6. Measurable Objectives
    a. Objectives must relate to project goals
    b. Objectives must be student-learning centered
    c. Objectives must be measurable

## 7. Activities
    a. Activities must be instrumental in meeting objectives
    b. Activities show how the project is aligned with the intent of the grant by addressing one or more of the following areas:
        i. Curriculum
        ii. Development opportunities
        iii. Operational initiatives
        iv. Administrator and staff development and improvement programs
        v. Acquisition of technological equipment
        vi. Applied science and technology programs
        vii. Technical preparation programs
        viii. Evaluation programs and/or
        ix. Public early childhood programs

## 8. Timelines
    a. Timelines must be realistic to achieve goals within grant period
    b. Timelines should be written for objectives and specific activities to achieve goal(s)

## 9. Evaluation
    a. Evaluations must be included for each objective
    b. Evaluations must be comprehensive
    c. Evaluations must indicate expected results
    d. Evaluations must show how assessment data will be used
    e. Evaluations must identify measurement tool(s)
    f. Evaluations must be submitted with the required self-evaluation at the end of the project

## 10. Dissemination of Results
    a. Results shall be disclosed to local and state interested groups
    b. Results shall state by what means or media

## 11. Budget Narrative/Summary
    a. Budget summary supports goals, objectives and activities
    b. Budget summary indicates purpose and destination of travel
    c. Budget summary identifies equipment, if appropriate
    d. Budget summary provides explanation for each budget line item

## 12. Budget Accounting Structure
    a. Budget accounting structure is distributed categorically in appropriate expenditure/accounting codes
    b. Budget accounting structure must equal overall budget totals
    c. Budget accounting structure is allowable by law
    d. Budget accounting structure - or if no budget is submitted, the grant application will not be considered

### 13. Innovation and Creativity
    a. Describe how this project is innovative in nature
    b. Describe how the innovation(s) will assist students in meeting the Wyoming Content and Performance Standards

### 14. Sustainability
    a. Describe how this project will be funded after the grant award period has ended including any and all additional funding streams that may be used to continue the project/proposal after the June grant period end date
    b. Describe how the project will continue or how the materials/equipment purchased will be utilized after the grant award period.

### 15. Emphasis on Computer Science or OER
    a. Describe how the proposed project incorporates computer science or OER into the classroom/curriculum
    b. Describe, in detail, how computer science or OER initiatives and priorities are addressed within the project proposal
    c. Include information on proposed professional development activities, specific to computer science or OER integration, that align with the project proposal
    d. Examples of potential projects:
        i. Integration of Computer Science or OER practices and concepts into the full curriculum
        ii. Creation of a Computer Science or OER course to be offered in the district or virtually statewide
        iii. Creation of a STEM lab, MakerSpace, or Computer Science Education lab
        iv. Collaboration with other districts in or out of state in creation and integration of Computer Science or OER throughout the curriculum

### 16. Job Descriptions (not scored)
    a. Job descriptions indicate strong personnel leadership
    b. Job descriptions support goals and objectives
    c. Job descriptions carry out designated activities

### 17. Consortium Agreements (not scored)
    a. Consortium agreements must be included if the applicant is a consortium
    b. Consortium agreements must include participation of at least one public district/school
    c. Consortium agreements name the public school district acting as fiscal agent

## Applicant:
1. Must comply with font, space and length requirements stated above
2. Must use the grant application template
3. Should not submit unspecified attachments
4. Should spell check
5. Should check grammar
6. Should use consistent verb tense and active voice
7. Must submit application by April 30, 2021. All applications must be submitted electronically to dustin.brown1@wyo.gov
8. Must obtain required signatures (application will NOT be accepted without necessary signatures)
9. No grant request shall exceed $50,000.00

**Successful Applicants:**
1. Must complete required Evaluation report and submit by June 1, 2022
2. Must submit regular summary and expenditure reports to WDE
3. Must utilize assessment results for program improvement
4. There will be ONE award per ADM classification:
    Classification I Less than 500 ADM
    Classification II 500 but less than 1,000 ADM
    Classification III 1,000 but less than 2,000 ADM
    Classification IV 2,000 or greater ADM