

SAMPLE TEACHER GRANT

APPLICANT INFORMATION

Title of Project: Reading Festival and Author Workshops

Residing School Principal: _____

Contact Person: _____ School Elementary

Telephone: (work) _____

Preferred email address: _____

Date Project will begin: January 2015 _____

Date Project will end: February 2015 _____

TARGET POPULATION:

Grade Level(s): K-5 _____

Students served by this program: 415 _____

Staff involved in this program: 3-5 _____

Curriculum Area(s): Reading & Writing _____

Please check one: (See General Information Part III)

____ Individual Grant

☒ Collaborative Grant

Total Funding Requested: \$750.00 _____

Personnel to be involved (Add a sheet if necessary):

Supervisor
(required)

Please check and complete all that apply.

I/We believe this project

_____ is a new idea.

☒ is a new idea for our school * expanding on previous years

_____ replicates a successful idea done elsewhere _____

_____ is based upon research by _____

GRANT APPLICATION
COMMITMENT LETTER

Project Title: **Reading Festival and Author Workshops**

As the party(ies) responsible for the execution and administration of the proposed project, the undersigned pledge to obtain all assents and provide a detailed accounting of all Beverly Education Foundation, Inc. funds expended as part of this grant. We further pledge to submit both a final accounting (with appropriate documentation) and a final project report within thirty (30) days of completing this grant. I/we recognize that this report is a condition of funding and therefore my/our obligation as a grant recipient.

Applicant(s) signature(s):

Principal(s) and/or Department Head Signature(s):

Date: April 30 2014

PROPOSED BUDGET

Supplies/materials to be provided by this grant:

COST

Purchased Services (consultants, speakers)

Author Fee to conduct Workshops

\$1250_total_____

Equipment:

Are you applying for funding elsewhere?

If so, please list name and amount requested:

_____No_____

TOTAL REQUEST: \$750.00

Months

Place an X in corresponding month of Activity and list stages of your project and estimated dates of completion of each phase.

THE BEVERLY EDUCATION FOUNDATION
GRANT PROPOSAL – ‘CONCEPT PAPER’

READING FESTIVAL AND VISTING AUTHOR WORKSHOPS

1. Project Overview

In support of the traditional annual Reading Festival, Elementary Parent Teacher Organization (PTO) and its Reading Specialist requests funding of \$750 toward the costs of a whole school (currently 425 students) author visit to include individual grade-level workshops, drawing demonstrations, and curriculum-based writing instruction. Through grade-level workshops students will learn about simplification of forms and shapes, imagining characters, and writing and illustrating books.* All efforts toward the Festival - between PTO and the Reading Festival committee (to include Reading Specialist, Literacy Coach and 3rd Grade Teacher) - are a collaborative effort that promotes group and individual success for reading and literacy in schools and at home. This Festival is a proven, successful model that has been in place at the North Beverly School for nearly three decades.

The Reading Festival takes place in January and February of each school year and students in grades Kindergarten through 5 are asked to track their reading minutes, “Drop Everything and Read (DEAR),” “buddy read” and participate in other activities focused on literacy. A whole school reading minute goal is set and students add minutes each week with a student-designed Reading Festival button awarded to those who reach individual goals and an ice cream social, sponsored by PTO, if the school’s total goal is met. The planned author visit, for which we are requesting funding, allows expansion of the Reading Festival to include in-school workshops that will touch each grade level and also will involve an “author night” for families to attend with their children during the evening Book Fair.

2. Project Description:

A. Educational Issue: This project encourages reading and writing across all grade levels as visiting authors, as part of the overall Reading Festival, bring a wealth of experience to student learning through humor, fun and demonstration both in-class and in full school assemblies. Funding can expand our author visit by providing innovative hands-on workshops catered specifically to grade level skill sets.

B. Goals and Objectives: The goal and objective of the Reading Festival and author visit is to encourage the love of books and reading across all grade levels and to reinforce educational standards for literacy. Visiting authors inspire students to want to write and “tell their story,” a curriculum objective strives for.

C. Activities

Each student will participate in a workshop (current models reflected below):

1. K-2 students will learn how an idea grows into a book. Grade K and 1 students will have the opportunity to create an illustrated book for the classroom. Grade 2 students write their own fiction or non-fiction vacation stories with emphasis on ideas, character, plot and setting.
2. Grades 3-5 will participate in a Narrative Writing Workshop. Students will be instructed to "find their voices" through an icebreaker exercise and through a longer writing session each student will be encouraged to create his/her own Biography. Critique and revision are introduced and practiced.
3. The final activity will be an "author night" where families and students come to the school in the evening during the Book Fair and the visiting author will read some of his/her published works and also sign books. The Reading Festival runs for 6 weeks and begins in mid-January. The author visit would take place at the end of January/first week in February, 2015. This extends the in-school experience to the home.

D. Innovation & Collaboration: The Reading Festival and author visit uses a collaborative approach to addressing the needs surrounding the development of student interest in reading and writing. This program involves our Reading Specialist, Literacy Coach, PTO as well as students and teachers in all grade levels. The various hands-on workshops presented to each student are multi-layered approaches to learning and assist in enhancing literacy skills through art, individual and group instruction, and curriculum-supporting exercises in writing and story development. Multiple modes of learning ensure the farthest reach to students.

E. Dissemination: The involvement and participation of our students is shared through the various communication channels outlined below, as well as discussions at our PTO meetings which are attended by teachers, parents, our principal and school committee members. We will gladly provide a summary document to the Foundation on the success and results of this program.

F. Publicity: We use several methods of communication with our families from "backpack mail" to our voicemail and email blasts from our Principal and the use of social media, such as our Facebook page and our own website. The Reading Festival and author visit are the main focus of our whole school advertising during January and February.

3. Timeline – Attached

4. Evaluation: One method of evaluating the success of our programming is the increased participation by our students and families, as well as teacher feedback on the individual workshops. This can be measured by an increase in reading minutes of our students during the festival. Additionally, since the workshops support curriculum, we would anticipate them assisting with the efforts of our teachers in grades 3-5 MCAS (PARCC) preparations.

5. Budget Form – attached. Author estimate is \$1,250 for a one-day session that encompasses the writing workshops and evening “author night” described above.

*New England-based author Suzy Becker is being strongly considered at this time through the Specialist, Principal and teacher-led Reading Festival Committee and will be secured through PTO Enrichment Coordinators. Suzy Becker is an author, artist, educator and entrepreneur. She began her career as an award winning advertising copywriter and has written and illustrated several books which have earned her numerous writing awards including fellowships from the White House and Harvard University. We believe her experience and talents will be most appropriate to accomplish the goals set forth – to engage, educate and inspire our K-5 readers.

“Suzy engages students in a way that honors the budding artist/writer within them.” Her programs have been described as an “affirming way to work with kids!”