

Upon This Rock STREAM Grant Application Worksheet

v. 18.11.13B

Before filling out this application, please confirm that you have read and understand the Grant Guidelines (provided at www.FRCDB.org/grants/STREAM). You also know that progress will not be saved. *

I have read and understand the Grant Guidelines

Preliminary Information

School Name *

School Address *

Parish or Regional School? *

- Parish School
 Regional School

If parish school, parish affiliation *

Required Grant Information

FILE UPLOAD: Please upload your **STREAM Excel Menu**

STREAM participation intentions: We plan to continue to maintain and grow the STREAM Education Initiative through collaboration with the Diocese of Buffalo. *

- Yes
 No

If no, please explain.

BOARD OF SPECIFIED JURISDICTION: Does your school have an operating Board of Specified Jurisdiction in place today? *

- Yes, operational and trained Board in place as of today
- We are in formation
- No

If yes, please include the email address for your Board President

If in formation, **FILE UPLOAD:** Please upload a document with an explanation of the **Status of Board Formation**

If no, **FILE UPLOAD:** Please upload a **Letter from Your Pastor** indicating the **Reasons for Not Having** an operating **Board of Specified Jurisdiction**

Our school is part of the Thoughtful Classroom Initiative *

- Yes
- No

If no, please explain.

Our school participates in the Diocesan Math Professional Learning Community *

- Yes
- No

If no, please explain.

Please check all that apply *

- Tech Plan on file with Education Department
- PD Plan on file with Education Department
- PD is with STREAM for Cohort III and IV
- Principal evaluation on file with Education Department
- We apply for ERate

Please list the Community Partners in Educational Programming you have cultivated for your current school year (e.g. programming, donors, outreach, etc.). *

Does your school have a person dedicated to the role of Advancement? *

- Yes
- No

If yes, Name of Advancement person

If yes, Contact email

Does your assigned advancement personnel attend most Advancement Roundtable meetings?

- Yes
- No

If no, please explain.

PROJECT DESCRIPTION (executive summary): BRIEFLY explain (one paragraph, 500 word maximum) why your school is requesting this grant, what outcomes you hope to achieve, how you will spend the funds if a grant is made, and how the grant will further the educational and/or religious purposes of a STREAM Catholic School. *

Total Cost of Project *

\$

Grant Amount Requested *

\$

Other sources of funding for this Grant Request

- Other Grants
- Community Partner Donations
- HSA Donation or Fundraiser
- Funds from School or Parish Budget
- Other Funding Source

If 'Other Grants,' amount

If 'Community Partner Donations,' amount

If 'HSA Donation or Fundraiser,' amount

If 'Funds from School or Parish Budget,' amount

If 'Other Funding Source,' amount

When do you anticipate starting the project? *

- -
Month Day Year

When do you anticipate the completion date? *

- -
Month Day Year

Will you be able to complete this project if your grant is only partially funded by STREAM? *

- Yes
- No

If no, please explain.

Please check the boxes of those with whom you have discussed and received support from for this project.

- School Principal

- Parish Pastor
- STREAM Coordinator
- Member of your school's Board of Spicified Jurisdiction
- Member of the Diocesan Department of Education

Have you reached out to any other STREAM school or community partner to share resources or collaborate on the project you are requesting fund for? *

- Yes
- No

If yes, please identify that collaborating school(s) or partner(s).

STREAM PRINCIPLES: Please check the principles below that aligns directly with your submitted grant request/project.

- Technology training is made a priority for increased use in teaching and learning
- Marked increase in hands-on/experiential science
- Curriculum is enhanced through community connections
- Real-life application is emphasized across subject areas
- Interdisciplinary unit planning / Project based learning is evident K-8
- Engineering design process is introduced and integrated K-8
- The professional development around STREAM principles grows to meet classroom needs and principle goals
- Enhance awareness, fundraising and marketing around STREAM

GRANT REQUEST SUPPORTING DOCUMENT Upload a Word or PDF document containing the following information (4 pages maximum):

- **DESCRIPTION OF THE PROJECT** - This is an opportunity to expand on the brief description submitted above by further identifying in more detail why your school is requesting the grant, the project goals and needs your grant project addresses, and how this grant project will be transformational to your students' learning and school community.
- **SPECIFIC USE & STRATEGY FOR IMPLEMENTING** - Identify the specific uses for any materials sought to be funded by the grant request, include a discussion on which subject matter classes and grade levels will be benefitted, how the curriculum will be enhanced by these materials and how the STREAM initiative supported.
- **PROFESSIONAL DEVELOPMENT STRATEGY** - Identify any professional development needed to implement the technology/materials/program and how your staff will be trained to utilize the grant materials or program.

- **EVALUATION** - Please explain how you will measure the effectiveness of your activities (the metrics). Describe your criteria for a successful program, how your project benefits your school community, and the results you expect to have achieved by the end of the funding period.
- **SUSTAINABILITY STRATEGY** - Identify how the project will be continued after grant funding is expended, how it will be used in future academic years and how it will continue to be funded.
- **BUDGET FOR THE PROJECT & DONATIONS OR OTHER SOURCES OF INCOME** - include a description of items sought to be funded and identify vendors and pricing. If easier, this information can be submitted in chart format within the Detailed Description or as a separate document using the fillable budget form provided.

FILE UPLOAD: Please upload **Grant Request Support Document ***

FILE UPLOAD: If using a **Separate Document for the Grand Budget**, please upload here

GRANT SUPPORT for Costs, Travel, and Speakers:

- **TWO (2) SOURCES OF VENDOR PRICING** is required for items over \$250 (such as quotes, invoices, purchase orders, statement of services, competitive bids, proposals or catalog information which identifies the seller, item description and cost)(* if single source supplier please provide letter or if a certain vendor is preferred even though price is not the lowest please explain why) Computer equipment/technology requests must also include a copy of the technology plan and a training component or explanation why none is needed. If needed, a bid can be secured from Central Purchasing by contacting Shelley Pacillo at spacillo@buffalodiocese.org or 716.847.8711.
- **TRAVEL** cost support is required for transportation, hotel (double occupancy rate) and any conference registration fees. Each participant must contribute at least \$100 toward these costs. Grants funding will not exceed \$275 per participant or 25% of the per participant cost, whichever is less. We recommend you contact the Diocesan preferred travel agency or the USSCCB for discounted group rates.
- **SPEAKER** bio, resume or CV is required along with any promotional materials related to the speaking engagement, if available.

FILE UPLOAD: Please upload **Bid and/or Vendor Pricing Documents ***

FILE UPLOAD: Please upload **Travel Cost Documents**

FILE UPLOAD: Please upload **Speaker CV or Other Documents**

FINANCIAL REPORTING: Please provide prior year and current year operating budget with revenue and expenses. Your operating budgets should have a separate line item for STREAM Income and STREAM expenses, if it does not please provide an explanation.

FILE UPLOAD: Please upload **Prior Year Operating Budget ***

FILE UPLOAD: Please upload **Current Year Operating Budget ***

OTHER MATERIALS

FILE UPLOAD: Please upload **List of Board of Specified Jurisdiction Members** *

FILE UPLOAD: Please upload **Any Other Document** you feel is relevant to this request *

By clicking below, I verify that the organization applying for this grant currently has a tax exemption under the Internal Revenue Code 501(c)(3) and is not classified as 'a private foundation' as defined under Code section 509(a). This digital signature is made as one who is authorized to do so on behalf of the applied organization.

I verify my organization's tax exemption status and I acknowledge that the school is required to complete a final report 12 months from receipt of grant monies or within three months of the project's completion, whichever is sooner.

Name of person completing form *

Contact phone of person completing form *

Email address of person completing form *

Title of person completing form *

Name and title of person in charge of implementing/overseeing the grant project, if different than the person completing this application

Email, if applicable

Address where funds should be sent if different from school address

Date Completed *

End of Application.