



Grant Application

Application Instructions

- Complete the entire application
- Must be typed
- Must have signature of the campus principal
- Include any supporting material / documentation desired
- Must be turned in to Tim Bower - VP of Programs by the deadline @ Bower@ugisd.org
- No late applications will be accepted
- There will be two annual "Call for Grants "after our inaugural season which will have a call for grants in the Spring of 2026 only. The ongoing calls will be in the Fall & Spring.
- Once applications are turned in, then the VP of Programs will meet with the Grant Review Team to discuss, analyze, and vote on which applications will be presented to the Executive Board of the Education Foundation.
- The Education Foundation Executive Board will vote to accept & fund the grants or not.
- Once the application has been voted on and passed by the Education Foundation, then it will go before the UGISD Board of Trustees for a final vote on passage.
- Once passed, the Education Foundation will transfer the appropriate funds to the district admin for the grant to be funded.
- All receipts must be turned in to the VP of Programs.
- An Accountability Form will be due to the Education Foundation one year after funding.
- Should your grant not be accepted then a denial letter will be sent out with the reasoning why in order to help with the next round of grants.
- These funds and grant awards must stay in the district and are property of UGISD should a recipient leave the district.
- It is permissible for a group of employees to apply together. The impact must be commensurate.
- Grants typically range from \$1 to \$1,500 unless a broader impact is determined.
- Applicants are only eligible for 1 Grant per each Grant Call.

Types of Grant Opportunities:

- Innovative Programs
- Academic programs
- Student Enrichment
- Classroom Supplies & Technology
- Scholarships
- Filling Funding Gaps
- Certain Professional Development

What is Not Funded:

- Salaries
- Standard Budget Items
- Utilities
- Infrastructure
- Items that are funded by Booster Clubs

Grant Application

- **Grant Project Title:**
- **Amount Requested:**
- **Project Type:**
- **Timeline of implementation:**
- **Applicant Name / Names:**
- **School Email:**
- **School Campus:**
- **Grade Level:**
- **Class / Subject:**

Explanation of the Proposed Grant Project

Include the following:

- **Measurable Objectives**

What students should accomplish through this grant project (in layman's terms). You may include relevant TEKS objectives (do not include all TEKS).

- **Purpose**

How does this project fit with your curriculum? What is the educational benefit of this project? What is the expectation of outcomes from this grant project?

- **Rationale**

Relevance to your specific campus education plan, your classroom, and/or student needs
Explain proposal here (Use as much room as you need):

Target Population to be served by this grant:

Students:

Faculty:

Parents:

Cost Breakdown:

(Be specific with breakdown of all applicable budget expenses--including any shipping charges, fees, meals, tickets, transportation, etc. Use as much room as needed & add as many additional rows/columns as needed.)

<u>ITEM(S)</u>	<u>VOLUME</u>	<u>COST PER ITEM</u>	<u>TOTAL AMOUNT PER ITEM(S)</u>	<u>VENDOR</u>
<u>TOTAL AMOUNT NEEDED:</u>				

Note:

All grant recipients understand and agree that this is not an exhausted list of all rules & regulations involving the grant application process, and that adjustments might be made to the requirements. Grant applicants could be requested to present the grant proposal to the Education Foundation for final determination. The applicant also agrees that any funds distributed will be used solely for the betterment of Union Grove ISD. The applicant also agrees to furnish updates, pictures, and to turn in the Accountability Form within the required timeline.

Name of Applicant(s):

Signature of Applicant(s):

Date:

Signature of Campus Principal:

Date:

Received By (Education Foundation Use Only):

Date:

Please email to bowert@ugisd.org.



Evaluation of Grant Project

This feedback is important to the Union Grove Education Foundation as well as the Donors who have contributed to the Foundation. It must be submitted to the VP of Programs of the Foundation within 1 year after grant funding. Failure to submit a completed form may affect future eligibility for grants.

1. What did you hope to accomplish with this project?
2. By what means did you evaluate the results of your project in order to determine what was accomplished?
3. Based on the results you received, make a statement regarding the degree of the success of your project.
4. Additional Comments.

Signature:

Date:

Please email to bowert@ugisd.org.

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Criteria	4	3	2	1	Score
Project Description 10 pts.	7-10 pts. Clear, Concise, and Detailed Description	3-6 pts. Somewhat Detailed	1-2 pts. Minimal Description	0 pts. Not Addressed	
District Curriculum Plan Congruence 15 pts.	11-15 pts. Consistent with District Curriculum Plan Goals	5-10 pts. Somewhat Consistent with District Curriculum Plan Goals	1-4 pts. Not Consistent with District Curriculum Goals	0 pts. Not Addressed	
Measuring Objectives 15 pts.	11-15 pts. Objectives defined, measurable, obtainable, and Address the Stated Need	5-10 pts. Outcomes Defined and Address a Need	1-4 pts. Not Clearly Stated and Unable to be Measured	0 pts. Not Addressed	
Evaluation 15 pts.	11-15 pts. Identifies Specific Evaluation Activities to Determine the Effectiveness of the Project	5-10 pts. Identifies Specific Evaluation Activities Which May or May Not Determine the Effectiveness of the Project	1-4 pts. Evaluation Component Does Not Identify Specific Evaluation Activities	0 pts. Not Addressed	
Additional Resources 5 pts.	4-5 pts. Listed and Documentation of Approval Provided	2-3 pts. Listed and Approval Included but Resources Not Reasonable	1 pt. Listed but Documentation of Approval Not Included	0 pts. Not Addressed	
Timeline 5 pts.	4-5 pts. Clear, Defined and Realistic Dates of Timeline Provided	2-3 pts. Clear Timeline but Unrealistic Dates that may Not be Attainable	1 pt. Timeline Not Clear or Realistic	0 pts. Not Addressed	
Research Information to Support Project 10 pts.	7-10 pts. Comprehensive Information and/or Research Provided	3-6 pts. Some Additional Information and or Research Included	1-2 pts. Minimal or Limited Information Included	0 pts. Not Addressed	
Potential Impact on Students 15 pts.	11-15 pts. Involves a Large Number of Students with Long-term Impact	5-10 pts. Involves a Large Number of Students with Some Impact	1-4 pts. As Written Few Students Impacted	0 pts. Not Addressed	
Budget 10 pts.	7-10 pts. Detailed Items and Confirmed Costs on All Requested Items	3-6 pts. Most Items Listed and Estimated	1-2 pts. Some Items Missing or Left Blank	0 pts. Not Addressed	
				Total	