RICHLAND ONE
EDUCATIONAL
INGENUITY GRANT

2026 Request for Proposals (RFP) Application Package

Deadline for Receipt of Applications:
4:30 p.m., May 29, 2026

For questions about this RFP, please contact Grants Coordinator La Shanda Keels (lashanda.keels@richlandone.org).

Issued By:
Richland County School District One
Office of Grants
1616 Richland Street
Columbia, SC 29201

Dr. Todd Walker, Superintendent

Revised Dec. 2023

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Part I: General Information

A. Purpose

Richland One's Educational Ingenuity Grant, formerly known as the Classroom Innovation Teacher Grant Program, allows district employees an opportunity to develop innovative learning projects for students which are centered on the Profile of a South Carolina Graduate and the Richland One Pillars for Success. All learning projects should:

- address the distinct learning needs, interests, aspirations, or cultural backgrounds of the students.
- include learning activities focused on cognition and growth.
- include learning activities that promote active student engagement in the learning process.
- motivate students to learn and understand why learning matters.
- encourage students to work together to discover new information, piece it together, and construct meaning.
- advance students in their learning. Students should be able to demonstrate knowledge and skills they are expected to learn and understand how the knowledge and skills learned are connected to their lives.
- include assessments that are meaningful, substantial, and shape the learning environment.
- prepare students to become responsible citizens in a global community.

Pending the quality of proposals and the availability of funding, the district reserves the right to not award grants for any funding period.

The maximum funding period is 8 months (August 13, 2026 through April 19, 2027) and is subject to the availability of funds and project proposals meeting grant requirements. All funds should serve PreK-12 students within the district. Official grant awards will be processed annually, and yearly continuation of funding is not automatic. The grant budget period is 8 months (August 13, 2026 through April 19, 2027). Funds not utilized during the budget period will not be accessible after the April 19th deadline. Funding will not be carried over.

Funding Limits for Projects

APPLICANT TYPE	FUNDING CYCLE	MAXIMUM REQUEST
Individual	8/13/2026 - 4/19/2027	Up to $1000
Joint	8/13/2026 - 4/19/2027	Up to $1000

Upon receipt of the grant award notice, awardees should contact Natasha Kelly in Budget Services (803-231-7045) to set up a budget within the specified time period. All awardees will receive detailed instructions of this process along with their grant award notice.

B. Eligible Applicants

All Pre-K to 12 elementary, middle, high school teachers, Curriculum Resource Teachers (CRTs), and Library Media Specialists providing instruction are eligible to apply for the grant opportunity. Project proposals may be submitted individually or jointly. Individual and joint projects are eligible to receive only one grant award annually. The proposal must be submitted by the person or persons who will implement the proposed project.

All projects must be successfully implemented by April 19, 2027. All awardees are required to complete a final project report by May 21, 2027. The Office of Grants will coordinate the final project report process.

C. Timeline of Grant Process

Projected Date	Activity/Action
February 23, 2026	Application Period Begins
May 29, 2026	Deadline for Submitting Grant Application
July 31, 2026	Notification of Awards
August 13, 2026	Funding Period Begins
April 19, 2027	Funding Period Ends
May 21, 2027	Deadline for Submitting Final Report

D. Authorized Grant Activities

Funds must be used to raise student achievement through relevant, innovative, engaging learning activities. The learning activities should focus on cognition and growth and be reflective of 21st Century Career and Life Skills (see Profile of the SC Graduate). The following activities are allowable:

- Literacy education activities (financial, environmental, health, visual, civic, media, technological)

- Activities that support healthy and active lifestyle, nutritional education activities, structured physical education activities
- Drug and violence prevention activities
- S.T.E.M. and S.T.E.A.M. activities
- C.A.T.E. activities
- Social, cultural, global awareness activities
- Social-Emotional Learning activities
- Character building and mentoring activities

E. Unauthorized Grant Activities

Funds must not be used to:

- cover costs associated with purchase of food items unless they are a part of an approved cooking class or demonstration.
- cover costs associated with field trips.
- cover costs associated with entertainment (amusement parks, skating rinks etc.).
- provide gift cards, gift certificates, or other monetary incentives.
- provide or support religious activities.
- cover costs associated with fundraising activities.

F. Technology Resources

All technology software and devices must be approved by the district's Digital Resources Adoption Process (DRAP; pronounced "drape") prior to purchase to ensure they meet or exceed the district's technology standards. The building principal or department director must submit a DRAPE request; requests cannot come directly from teachers, coaches, coordinators, etc.

G. Peer Review and Selection Process

Grant applications received by the deadline (May 29, 2026) and that meet all of the application requirements will be subject to a peer-review process. All required forms must be submitted for the application to be considered complete and eligible for review. The Office of Grants will review applications for completeness, eligibility, and compliance with RFP instructions.

Reviewers of diverse backgrounds and no vested interest in any applicant will evaluate each application. Peer review teams are subject to be comprised of professionals from various entities, including Richland One with expertise on academic achievement, youth development, and related services to children and youth.

Reviewers will use a scoring rubric to score each application independently. Applications can earn up to a maximum of 100 points for a score. An application that fails to earn a score in the adequate or higher range, as rated by the reviewers, will not be eligible for funding.

Applications will be rank ordered by final scores. Subject to district discretion and the availability of funding, grant awards will be made starting with applications that earned a score of 80 points or higher.

H. Grant Contact Information

For additional information, please contact Grants Coordinator La Shanda Keels (lashanda.keels@richlandone.org).

Part II: Application Overview, Content, and Instructions

Please read all of the guidelines and criteria carefully before beginning work on the application. Be certain to adhere to the format and page limits. Only applications that include all of the required sections and forms and fully adhere to all guidelines will be reviewed. Incomplete applications will not be reviewed.

Please do not wait until the last minute to submit an application. Please use the checklist below to ensure that the application is complete with items labeled accordingly and presented in the order outlined below.

Proposal Attachments

- ❑ Application Cover Page
- ❑ Project Summary
- ❑ Application Narrative
- ❑ Budget Template
- ❑ Certification Signature Page

A. Application Submission

The Application Cover Page, Budget Template, and Certification Signature Page in Word format can be downloaded from the Employee Intranet at www.r1intranet.org. Proposals must be submitted by 4:30 p.m. on May 29, 2026 via email. Please email proposals in pdf format to *lashanda.keels@richlandone.org.* **For technical assistance, please contact Grants Coordinator La Shanda Keels (lashanda.keels@richlandone.org).**

B. Selection Criteria

A total of 100 points is available to applications that meet the maximum score for each consideration. An application without a project summary, with an incomplete budget, or an unsigned certification form will not be funded.

Application Narrative Sections	Maximum Points Available
Project Summary	0
Commitment to Serve Students	5
Needs Statement	20
Evidence-based Instructional Practices	20
Alignment to SCDE Learning Standards	10
Project Timeline	10
Project Implementation	10
Project Management	10
Project Evaluation	10
Budget Template	5
GRAND TOTAL	**100**

C. Application Narrative Format

Length of Narrative	Maximum of 4 pages, excluding the Project Summary, Budget Template, and Cover Page *(see page 10).*
Required Font/Size	Times New Roman 12
Margins	1" on all sides
Page Numbers	Number all pages on bottom right corner.
Spacing	Double space between headings and single space text; tables may be single spaced.
Final File Format	PDF document

Each section must be clearly identified using the appropriate headings. Do not combine sections. Reviewers will not score applications with combined sections, incorrect or missing headings.

Incomplete proposals will not be considered.

Application

1. Project Summary

In one, double-spaced page or less, concisely describe the proposed project, the number of students to be served, the school in which the project will be implemented, the name of the project, and the amount of funds being requested. Applicants may only request up to $1000. The one page summary does not count against page limitation. When completed, save the summary as a single pdf document to be submitted as an attachment. The Project Summary must be submitted for a proposal to be considered for funding.

2. Application Narrative Content

Use the following considerations to write the application narrative and organize it into sections following the sequence presented below. Do not combine sections. Be concise in your responses.

A. Consideration One.

What is your role in your discipline? Give an example of a major accomplishment in your discipline. What skills contributed to your success?

B. Consideration Two.

Provide a clear description of how the project will address the needs of students to be served, including student data pertaining to the needs to be addressed.

C. Consideration Three - Evidence-Based Instructional Practices

i. Explain how the proposed project and project timeline will promote substantial learning gains.

ii. How does the project promote world-class knowledge and skills outlined in the Profile of the SC Graduate? http://ed.sc.gov/newsroom/profile-of-the-south-carolina-graduate/

D. Consideration Four - Alignment to SCDE Standards of Learning

i. List up to three performance goals the project will address. Your goal(s) should be specific, measurable, attainable, relevant, and time bound.

ii. For each goal, list the supporting objective or objectives. Objectives are statements that define the methods that will be used to accomplish the goal. Objectives refer to activities to be carried out during the project. Objectives should be realistic, smart, and written in active voice using action verbs.

E. Consideration Five - Project Timeline

Include a timeline of activities. The timeline of activities must indicate, in chronological order, the major activities and strategies of the project.

F. Consideration Six - Project Implementation

Explain how the project will be implemented efficiently and effectively. Explain how challenges and obstacles will be resolved.

G. Consideration Seven - Project Management

i. Describe how the project was developed and will be conducted in active collaboration with other disciplines (cross-curricular connections).

ii. Describe the resources needed to carry out the project successfully.

H. Consideration Eight - Project Evaluation

i. Describe the process and instruments used for measuring the effectiveness of the project. How often will the project be evaluated?

ii. Explain how the results of the project will be shared within the learning environment.

I. Consideration Nine - Application Budget

Each applicant must complete the budget template included in the application. The budget is the financial overview of the project and must include all expenditures for the project. The budget must also demonstrate that all expenditures are allowable, reasonable, allocable, and adequate to support the activities of the project.

Appendices

Application Cover Page

Budget Template

The application consists of a budget template. All project expenditures should be detailed on the budget template. Budget items not explained in the Application Narrative will not be funded. The Budget Template should be included in the final pdf.

Certification Signature Page

Fill in the Certification Signature Page and obtain the appropriate signatures. An incomplete Certification Signature Page will result in an application not being reviewed. The Certification Signature Page should be included in the final pdf.

Profile of the South Carolina Graduate

http://ed.sc.gov/newsroom/profile-of-the-south-carolina-graduate/

RICHLAND ONE EDUCATIONAL INGENUITY GRANT

2026 Competitive Grant

Deadline for Receipt of Applications: 4:30 p.m., May 29, 2026

Application Cover Page

Name _____

School _____

Summer Contact Number _____

Principal's Name _____

RICHLAND ONE GRANTS AND PLANNING

RICHLAND ONE EDUCATIONAL INGENUITY GRANT

BUDGET TEMPLATE

Taxes and shipping should be included in the maximum funding amount. Maximum funding up to $1,000 for a proposed project. *(Please insert rows as needed.)*

Project Expenditures			
Line Item Description	Quantity	Unit Cost	Total
		Taxes	
		Shipping	
		Grand Total	

Certification Signature Page

I certify the information and data included in this application is accurate, and I authorize the grant application to be submitted by deadline for review.

Authorized Administrator

Name:	
Position:	
Email:	
Telephone:	
Date:	
Signature of Authorized Administrator:	

Primary Applicant

Name:	
Position:	
Email:	
Telephone:	
Date:	
Signature of Primary Applicant:	

If this is a joint application, the co-applicant must complete the information below, sign and date.

Co-Applicant

Name:	
Position:	
Email:	
Telephone:	
Date:	
Signature of Co-Applicant:	