

TRAC/Lockheed Grant Program 2007 Guidelines

Program Philosophy

The TRAC/Lockheed Grant Program is an effort of TRAC/Lockheed to improve teaching and learning effectiveness by providing funding innovative educational projects. It is intended that the results of these projects will be shared through TRAC with other teachers. Grants of up to \$400.00 will be awarded.

Guidelines

1. Applications must be received no later than March 12, 2007. Please use the prescribed format. Limit application to no more than three pages. Grants must be typewritten. Please mail completed applications to:
Diana Poore
Kennesaw State University
1000 Chastain Road Box 0131
Kennesaw, GA 30144

If you have any questions concerning this grant, please call Diana Poore at 770-423-6623 or send an e-mail to dpoore@kennesaw.edu.
2. Grant funds may be used to support such professional activities as fees for consultants, learning centers, field trips for students, professional travel, substitute teachers, instructional materials, and printing services. Please prioritize your expenditures, as some projects may not be fully funded. List any other source of funding you expect to be using to supplement this project.
3. Applications must be accompanied by a letter of support from the building level administrator and/or appropriate system-wide administrator.
4. Appropriate applications will be selected by the TRAC policy board.
5. Criteria for selection will include:
 - a. Clarity of purpose
 - b. Benefit to instructional program
 - c. Creativity/innovation
 - d. Professionalism of application
6. Grant recipients must agree to share the products of their funded project, either by the presentation of a TRAC workshop and/or displaying the projects in TRAC during the Spring quarter following funding.
7. Projects must adhere to TRAC's policy of maintaining confidentiality of data and securing parental consent when necessary. Please do not place your name or school in the Grant Proposal.
8. Notification of Grant funding will be sent to all applicants by April 16, 2007. Funding will NOT be available until after September 4, 2007. Name of recipients will be published in the TRAC NEWSLETTER. Those applicants not receiving funding may resubmit proposals for the next year.

SS# _____

CHECKLIST FOR GRANT APPLICATIONS:

- _____ 1. Application received by March 12, 2007.
- _____ 2. Current TRAC membership.
- _____ 3. Letter of support from administration.

PLEASE RATE EACH APPLICATION ON THE FOLLOWING:

- _____ 1. Clarity of purpose/goals of proposed project.
- _____ 2. Benefit/need to instructional program.
- _____ 3. Creativity/innovation of project.
- _____ 4. Professionalism of application. (Must be typewritten.)
- _____ 5. Itemized and prioritized anticipated project expense.

Rating scale:

5= Outstanding 4= Above Average 3= Average 2= Below Average 1= Unacceptable

TRAC/Lockheed Grant Application

SS# _____

Level Taught:

Project Title:

Project Purpose and Goals:

Description of Activities and Project Products:

Proposed Budget (itemize anticipated project expense):

Personnel Involved (Consultants, resource people, students):

Please use attached sheets for complete description of project:

TRAC/Lockheed Grant Application

Please type of print:

Name _____ Social Security # _____

School _____ Grade Taught _____

Home Address _____

Phone number _____

E-mail address _____

Title of Project

Copyright Information

I understand that I may retain the copyright privileges of any materials resulting from the TRAC/Lockheed Grant funding, with the following exception of Kennesaw State University. TRAC may use, copy, duplicate, or in any other way make use of the results of the results of the project.

If I am selected to receive a grant, I agree to provide a display, documentation, or workshop of the project in TRAC during the school year.

Signature of applicant(s) _____

Date of application _____