

**JAS Creative Grant Program
2009-2010 School Year Proposal Instructions**

**JAS Creative Grant program 2010-1011 School Year
Proposal Instructions**

- Using no more than two typed pages – one side only – describe the project for which funding is requested by completing # 1-7 under required Proposal Format. Budget (#8) may be on an additional page. Please use headings as listed.
- Must submit one typed or printed copy of the application and five typed, stapled copies of your proposal and budget.
- **DO NOT INCLUDE YOUR NAME OR SCHOOL'S NAME IN GRANT**
- Applications due in Join-a-School office **Feb. 26, 2010, 4:30 p.m.**

PROPOSAL FORMAT:

- 1. Proposal Summary**
Provide a brief (2-3 sentence) summary of your proposal. Should your proposal be funded, this summary will be used for the program and any publications.
- 2. Statement of Goal**
What is the goal of your grant?
- 3. Alignment with required criteria**
Describe how your proposal improves the graduation rate, lowers the achievement gap, enhances character education, focuses on financial literacy/math, or supports your school's EPSS.
- 4. Innovation/Creativity of Grant Proposal**
Describe how your grant is innovative and/or creative.
- 5. Project Implementation**
How you will implement your grant?
- 6. Desired Results**
What is the desired outcome? How many students will be affected?
- 7. Assessment/Evaluation**
How will you determine if you achieved the goal of your grant?
- 8. Budget**
Using no more than one additional page, please use the headings listed below:
 - A. Proposal Title
 - B. Total Amount Requested
 - C. A **detailed and specific** list of anticipated expenses (You may apply for any amount up to \$1,500)
 - D. If funds received are used for a project with a final cost exceeding \$1,500, please explain how the remaining funds will be obtained.

ADDITIONAL SCORING CRITERIA:

- Grammar, punctuation, spelling, and format are correct.
- Reviewer's overall impression of proposal.

Applications are due by 4:30 p.m., Friday, February 26, 2010
Join-a-School Office/Schools and Community Partnerships Dept.
6400 Uptown Blvd. NE, Suite 500 East
Albuquerque, New Mexico 87110 855.5276 855.5275

THANKS TO THE **APS EDUCATION FOUNDATION** FOR ADMINISTERING THE GRANT FUNDS
AND HELPING WITH THE GRANT PROCESS.