



Site Innovation Grant Application

Date of application

For consideration of school year

PART 1 Applicant Details

Team Leader Details

The team leader is the person who will be serve as the contact point for the project, and must be directly involved in the project development and implementation.

Team Leader Name

Team Leader Email

Team Leader Phone

Grant Category

- Single school
- Multiple schools within one district
- Multiple districts and multiple schools

Names of all schools and/or districts to be involved in the project

School 1	District
School 2	District
School 3	District
School 4	District
School 5	District
School 6	District

Additional schools and districts, add here:

Team Member Details

Please provide the names, titles, and contact information for all Team Members. Your team must include:

1. Special educators who will be working directly with IEP students to implement the program.
2. Program managers for all special educators above
3. District special education directors in all participating districts
4. IT personnel if the project includes technology

Name	Title	School/District	Email
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

Additional Team Members

PART 2 – Project Summary

Project title

Total dollar amount requested:

Number of IEP students impacted by this project:

Please provide a general breakdown of students based on disabilities targeted by this project. It would be helpful to list specific disabilities targeted.

Brief description of the project, including area/s of impact for students, projected objectives. Three paragraphs, maximum.

PART 3 Project Details

This section is worth 45% of how your application will be evaluated

- 1. Tell us in more detail about your project, and why it should be considered as an innovation grant.**

2. What specific target areas of need are addressed in the project:

Communication

Curriculum

Literacy

Technology

3. How does this project impact the specific disabilities or challenges you hope to address. Be as descriptive as you can on how you envision this project directly impacting and improving the learning opportunities of your IEP students. You may submit additional information as an attachment, if needed.

4. Take us through what your plans are for implementing the project and for achieving your stated objective/s. What does it look like at the student, technology implementation, operations, and management levels? You may submit additional information as an attachment, if needed.

PART 4 – The Team

This section is worth 25% of how the project will be evaluated

The success of the project will depend on the team being in place and on board with implementation and evaluation. You may submit additional information as an attachment, if needed.

1. Team Members’ responsibilities and implementation plan

Team Member Name and Title	Specific Task	Time line

2. Vendors Involved

Please list the names of any Vendors, including sales reps, who would be providing goods, services, technology and/or support for the project. Please include any training needed.

PART 5 – Evaluation Process

This section is worth 25% of how the project will be evaluated

Please provide details on how your team plans to evaluate the project’s effectiveness. This is essential if we, or others, plan to roll it out in other locations. You will need to plan how you will measure outcomes and report back to us. This can include qualitative as well as quantitative information. You may attach additional sheets.

Our goal is to have project evaluations in hand after one school year of the project being in place. We recognize there is no one-size-fits-all evaluation matrix, but these points will need to be considered:

- Number of students reached
- Breakdowns of specific challenges/disabilities of participants
- Age and grade ranges of IEP students
- What specific assessment tools will be used to assess progress.
- Who will be conducting assessments
- What you consider a successful outcome for your project.
- Actual cost report and accounting for the project. Keep track of how the money was spent.

