

Expanding Horizons Grant Application 2011-2012



Have you previously received an EH Grant? Yes ___ (year ___) No ___

If yes, did you complete your evaluation Yes ___ No ___

Applicant contact information:

Applicant's name _____ School _____

Applicant's title/position _____ Grade Level _____ # of Students Participating _____

Applicant's email _____ School phone # _____ Cell # _____

Names of other participating teachers _____

School Approver's name _____ Approver's email _____

Date of trip _____ Trip Destination _____

Activity Title: _____

Activity Abstract: *(Brief description of the BIG idea you have for your use of the proposed funding)* _____

Your Activity Plan:

(Attach a Word document/hard copy to complete the following. Refer to EHG criteria on STA website to help you.)

- **Activity goals** *(Be sure to include if these goals are intended to be formative or summative)*
- **Proposed Activities to support each goal**
- **Anticipated Outcomes**
- **Modifications required for students with special needs**
- **Tools to measure success**
- **Connection(s) to your School Improvement Plan**

Which levels of engagement does this activity address? *(Check all that apply.) (See EHG guidelines on STA website)*

Summative _____

Formative _____

___ Access

___ Alignment

___ Integration

___ Professional Dev.

Non-Arts Curriculum Areas: ___ ELA ___ Soc. St. ___ MST ___ HPEFCS ___ LOTE ___ CDOS

Arts Curriculum Areas: ___ Visual ___ Music ___ Digital Media ___ Dramatic Arts ___ Dance ___ Literary Arts

(For EHG Use only)

Amt. _____

Grant source _____ Evaluation _____

Approved _____ Denied _____


Check # _____ Date _____

Initials _____

Field trip ID # _____ Initials _____

Levels of Engagement

Cultural experience varies, as do the needs of individual schools.



Access

Cultural experiences introduce students and teachers to artistic disciplines and cultural resources.



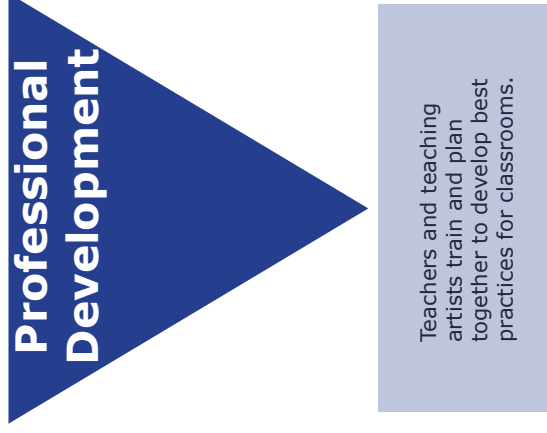
Alignment

Lesson plans are designed to connect a cultural experience with existing curriculum.



Integration

Teachers and teaching artists merge cultural experiences with curriculum for a unified unit of study.



Professional Development

Teachers and teaching artists train and plan together to develop best practices for classrooms.

For the purpose of this application consider:



Formative

Formative as part of the learning process.



Summative

Summative as a culminating activity demonstrating mastery.

II. Expanding Horizons Grants Budget Worksheet:

A. Costs:

1. Cost of admission per person \$ _____ x number of people _____ = \$ _____

2. Other incidental costs (speaker, supplies, etc.) \$ _____

Explain _____

3: Transportation: Cost per bus \$ _____ x number of busses _____ = \$ _____

(if using other than First Student fill out page 4 and submit)

A. Overall cost of the trip

Total of 1, 2, 3



\$ _____
Total A

B. Income: Sources of funding

1. Student contribution \$ _____ x number of students _____ = \$ _____

2. Other funds raised for this activity = \$ _____

3. Other income contributed by (PTSO, AIM, etc.) = \$ _____

(Grant check will be issued upon receipt of School Approver letter)

4. In-kind donation (See STA online EHG if applicable) = \$ _____

Explain _____

B. Overall Income for trip

Total 1,2,3,4



\$ _____
Total B

C. Subtract total B from total A



Total C

D. Amount requested from Expanding Horizons Grant

(not to exceed 50% of overall cost of trip)



Grant amount requested

For what will the EHG funds be used? _____

Check made out to: _____

Payee's Address _____

Important:

*EHG form is now on-line. Submit one hard copy of your Field Trip packet to STA. If using transportation other than First Student, please download and submit the separate bussing form. Please obtain 3 bids and make your selection. If choosing a bid that is not the lowest, please explain why. Please allow 2 weeks after submission for approval/disapproval. Any application that is **NOT** complete will be returned.*



*The **Evaluation**, Page 4 of this application, should be submitted within 1 week after the completion of the trip. Failure to do so may jeopardize further grants.*

Expanding Horizons Grants Application Bus Form

Use this form *ONLY* if you do not use the First Student bus service for your trip.

Quote #1:

Vendor _____

Street # and name: _____

City, State, Zip: _____

Amount quoted: _____

Quote #2:

Vendor _____

Street # and name: _____

City, State, Zip: _____

Amount quoted: _____

Quote #3:

Vendor _____

Street # and name: _____

City, State, Zip: _____

Amount quoted: _____

Vendor Chosen: _____

Reason: _____

Expanding Horizons Grant Evaluation Sheet

(Evaluation must be completed within 1 week of trip.)

Teacher _____ School _____

Trip was to: _____

Date of Trip: _____

Field Trip #: _____

A **Narrative Format**, using word processing for ease of completion, should be used to answer the following questions. It may then be e-mailed to the STA office (eourourke@syrteach.org).

I. Curriculum Alignment and Integration:

1. What goals were planned for this experience?
2. How have you aligned this experience with the curriculum?
3. a. If formative, explain how you have integrated this experience into an integrated unit of study.
b. If summative, explain how students demonstrated mastery of your goals.
4. Describe how this experience has enabled your students to achieve the anticipated outcomes.

II. Critique of trip "design":

1. If you were to repeat this trip, what would you change?
2. Was there adequate staff and/or docents to provide sufficient supervision at the site?
3. What might be done differently to improve the experience in the future?

III. Cost effectiveness:

1. What was the number of students who actually participated?
2. What were the reasons for the increase or decrease in numbers?
3. After considering what might be improved in the future at this site, would you recommend this trip/experience to others?

*If you need help completing this form, please contact
Ed O'Rourke at STA (472-6374) or by email: eourourke@syrteach.org*

