

Public Schools Foundation  
of Tippecanoe County



# Grant Writing Workshop

**MISSION STATEMENT**

# Working Together

**to promote excellence in education and encourage classroom innovation by providing grants in academics and the arts to public school teachers in Tippecanoe County.**





# A bit of foundation history...

Early in 1983 several leaders from the Lafayette, Tippecanoe and West Lafayette school districts had a dream...a vision of enhanced opportunity for student and teachers through a privately funded organization. Thanks to the diligent efforts of these people, and especially the cooperative efforts of the three public school superintendents, the Public Schools Foundation of Tippecanoe County was officially formed in 1985.

A teacher grant program that began in 1987 has given more than \$790,000 directly to local educators. Hundred of teachers and thousands of students and families have participated in special activities made possible through our funding.



# Seeds for Excellence grant program

PSFTC offers a spring and fall grant cycle each year.

On average, \$25,000 is awarded annually.

In general, the spring application window is January - mid March with awards announced in late April (funding provided in early May). Implementation of the projects take place in the following school year.

The fall application window is August - late September with awards announced in late October (funding provided in mid November). Implementation of the projects takes place in the second semester of the current academic year.



# Grant Program Guidelines

1

Must be an educator working in a public school in Tippecanoe County.

2

Apply online at [PSFTC.ORG](https://psftc.org).

Read the guidelines and check out the rubric before you apply.

3

The maximum amount awarded is \$2,000.

You may only author one application per cycle.

4

Applications are reviewed blindly, without knowledge of teacher, school, school corporation.

5

Collaboration is highly valued - think teams, other schools, community partners.



# Additional considerations

1

**Check with your school office or district business office on purchasing policies while you are working on your budget.**

2

**A copy of your submission will automatically be sent to your administrator. Don't assume she/he will proofread or catch mistakes.**

**Have someone else review your application before you press Submit.**

3

**A final report is part of the grant acceptance requirements.**

**Fill out forms supplied and note that administrator signatures are required.**



# additional local grant opportunities

- Evonik Partners in Education (PIE) grants
- SIA Foundation grants
- Breakfast Optimists teacher grants

A teacher is sitting on the floor in a classroom, facing a group of young students who are also sitting on the floor. The teacher is pointing towards the students. The background shows a bookshelf filled with books and a window with some papers pinned to it. The entire image has a reddish-orange tint.

“

**This project provided great social interactions for both groups and allowed for expanded learning especially for the high school students because they had to learn the material and then create a lesson plan where they would have to teach it, and honestly the classes had a blast. Creating these relationships is important, and you could see the excitement from everyone involved.**

**~ Alyce Myers**





“

---

**Most of Mayflower's students had never interacted with an illustrator before. Students enjoyed this part of the project very much, and I concluded that students need more opportunities to interact with professionals in all curricular areas.**

**~ Gina Boyd**

---



“

---

**This is now going to be a three day event and will be held on Valentine's Day. JoEllen Hayworth will be teaching chocolate math, Carmen Trapp will be teaching Language Arts skills with a chocolate flair, and I will be teaching science that is candy related. We will still have a photo booth and a food station where the chocolate fountain will be set up. The snack station with the chocolate fountain will be a very controlled and frequently sanitized area due to COVID. It may not look exactly like I had described due to more people added and COVID, but it will definitely be a fun day of learning. We would love to have you join us.**

**~ Debbie Beckett**

---





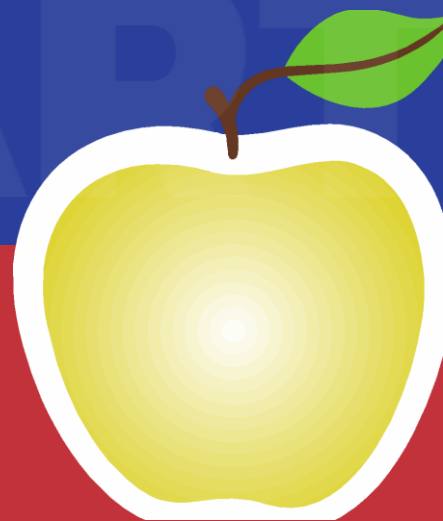
# CUPCAKE RUN/WALK 2022

PUBLIC SCHOOLS FOUNDATION OF TIPPECANOE COUNTY

---

SEPTEMBER 18 @ CUMBERLAND PARK

SIGN UP @ [PSFTC.ORG](https://psftc.org)



# Grant Writing Tips from the Experts



# Debbie Smith Beckett

[dbeckett@tsc.k12.in.us](mailto:dbeckett@tsc.k12.in.us)

**@DSmithBeckett3**

- **Third Grade Teacher at Burnett Creek Elementary**
- **27th Year of Teaching**
- **Previously taught first and second grades and was an instructional coach for 2 years.**
- **Bachelor of Science from Ball State and MS & PLP from Indiana Wesleyan**
- **Awarded over 50 grants as either a team or individual; PSF, Evonik, Lafayette Breakfast Optimists, Walmart, Anne DeCamp, Ignite, Donors Choose**



# Grants:

## My Why

- **New standards or project**
- **Awesome new learning tools**
- **Persuasive writing is a passion**
- **Others, “I wish I had...”**
- **Interesting projects to make memories**



# Which Grant?

## Materials & Cost

- **PSF-Language Arts, Music, Art, Special Days, Evening Event**
- **Evonik-Science, Math, Technology, Evening Event**
- **LBOC-Reading, Math, Variety**
- **SIA-Big Projects, community or school-wide**



# Helpful Hints

## Considerations

- **Include others in grant, same or cross grade collaboration-  
#more students**
- **Specific learning goals (standards)**
- **Items fit with learning goals**
- **Follow format guidelines**
- **Word Choice-paint the picture**
- **Have someone else proofread**
- **Absorb as much information as possible from other  
successful grant writers**
- **Catchy title**





# Alyce Myers

[ammyers@lsc.k12.in.us](mailto:ammyers@lsc.k12.in.us)

Twitter- @Bronchobio

- Life Science Educator at Jefferson High School (18th Year)
- K-12+ Certified- Masters degrees in Biology Education and Elementary Education
- 2013 Indiana Biology Teacher of the Year
- Has received multiple including several PSFTC grants and the Lilly Creative Grant
- Has served as a grant evaluator for Public Schools Foundation



# Biggest Takeaways

## Considerations

- **Story-** Consider the story you want the grant to portray. If you have an engaging one, then not only is the grant much easier to write, but the grant committee will also be easier to convince!
- **Do not be afraid to go outside of the box for collaboration!**
- **What are you passionate about? If you have a love for something, it will show when you write your grant!**
- **Budget-** Your story needs to match in the budgeting.
  - **Did you check your math?**
  - **Does the budget account for what story you told?**



# Biggest Pitfalls

## Considerations of why grants fail

- **Lack of Planning-** As a person who has received grants and also have been on selection committee, it is usually pretty apparent when someone has not planned their grant out.
- **Budget, Spelling and Grammar-** Math does not add up or a person does not check their spelling or grammar. Attention to overall detail matters! (Have someone else READ your WORK!)



# Science Buddies Grant



## Tentative Scheduling Possibilities with Overview of Activities for Science Buddies

Dates	Time of Visit	Topic Area	Activities Planned
Monday, November 1st	M 9:55-10:55	Skin and How Wounds Heal	Goal is for buddies to complete the skin model using a tissue box. High schoolers will have most of it complete and the 2 <sup>nd</sup> graders will help them finish the model and talk about the skin. After this, wounds will be placed on the second graders. High schoolers will tell about how wounds heal.
	Louk 12:15-1:15		
Friday, December 10th	McCoy 9:55-10:55	What are the bones of the body?	We will bring in several disarticulated skeletons. Buddies will work together in small groups to put the skeleton together. Goal is to teach the students the names of about 20 bones.
	Louk 12:15-1:15		
Friday, January 28th	McCoy 9:55-10:55	How do muscles get tired and fatigue?	Buddies will work with Vernier probes to compete and test their muscle strength and also fatigue rates. Graphs will be read and analyzed together after they are done.
	Louk 12:15-1:15		
Friday, April 8 <sup>th</sup>	McCoy 9:55- 10:55	What are the parts of the brain?	Buddies will finish a "Brain Cap" together. High school student will have the brain cap designed... buddies will work together to color/decorate it and learn some of the "important" parts of the brain
	Louk 12:15-1:15		
Friday, May 6th	McCoy 9:55-10:55	Anatomy and Children's Books	Anatomy students will write and author/coauthor children's books. They will share with their buddy and have an end of the year treat.
	Louk 12:15-1:15		



# Gina Boyd

**[gboyd@tsc.k12.in.us](mailto:gboyd@tsc.k12.in.us)**

- **National Board Certified Teacher since 2008**
- **2019 Indiana Teacher of the Year Finalist**
- **2018 TSC Teacher of the Year**
- **2009 Golden Apple Winner**
- **Has received more than \$25,000 in grant money**
- **Has served as a grant evaluator for Public Schools Foundation for many years**
- **Has mentored many other successful grant writers**



**My first step when writing a grant:**

**I ask myself,  
“What is it that I want to  
purchase with this grant  
money?”**



# Possible ways to spend grant \$\$\$:

- **leveled readers or classroom library books**
- **science equipment**
- **flexible seating**
- **musical instruments**
- **educational games**
- **art supplies**
- **PE equipment**
- **teachers' resources**



**My second step:**

**I ask myself,  
“How do I want the students to  
change as a result of  
implementing this grant?”**





**In other words....**

**What is this grant  
REALLY about?**



# Examples:

- **classroom library books = improving students' reading skills**
- **musical instruments = increasing classroom engagement while increasing musical talent**
- **flexible seating = increasing student engagement and meeting individual student needs for movement**



**My third step:**

**I ask myself,  
“How am I going to show that  
my students actually  
changed as a result of this  
grant?”**



# My Top Tips:

- **Use bullets.**
- **Write a compelling narrative (aka tell a story of need).**
- **Explain what has already been done to address the need.**
- **Add a community connection.**
- **Find out your school's free and reduced lunch percentage and use it to demonstrate need.**
- **Increase your grant effect size by building in sharing of knowledge.**
- **DON'T JUST PICK A BOXED KIT AND MAKE THAT YOUR WHOLE REQUEST!**



# Mistakes I've made in grant writing:

- including the name of my school in the body of my grant
- not following formatting directions
- including my family members in my Lilly grant

**Reach out with  
questions**

**Gina Boyd**

**Mayflower Mill Elementary**

**[gboyd@tsc.k12.in.us](mailto:gboyd@tsc.k12.in.us)**

**Twitter: @4th5thGT**

**Fall submission deadline is 9/21**

**Reach out with  
questions**

**PSFTC.ORG**

**[cisbell@psftc.org](mailto:cisbell@psftc.org)**

**Follow us -**

**[facebook.com/psftc](https://facebook.com/psftc)**

**IG: [@teachergrants](https://www.instagram.com/teachergrants)**

**Twitter: [@PSFTC\\_ORG](https://twitter.com/PSFTC_ORG)**

**Fall submission deadline is 9/21**