

# Tri-Town SEPAC

## Teacher Grant Program

### Description of the Teacher Grant Program

The Tri-Town SEPAC Teacher Grant Program will provide up to \$500 in Grant funding to teachers and staff in each of the Tri-Town School Union and Masconomet Regional School District Schools. These funds can be used to attend training and workshops, or purchase materials, equipment, or programs designed to further support students with special needs.

### Application Deadlines and Procedures

1. Complete the Tri-Town SEPAC Teacher Grant Application.
2. Submit completed applications to your school Special Education Coordinator (Tri-Town School Union), or PPS (Masconomet) no later than November 27<sup>th</sup>, 2019 in order to be considered.
3. The Special Education Coordinators and PPS must review each application. The Special Education Coordinators and PPS will email all applications to Kristen DeMarco, Tri-Town SEPAC President, no later than December 2, 2019.
4. Once the grants have been received, The SEPAC Board will meet to review the applications. If necessary, the Tri-Town SEPAC will contact requestors regarding the need for additional information in order for the SEPAC to make a decision. All SEPAC decisions regarding applications are subject to availability of sufficient funding.
5. The Tri-Town SEPAC will notify ALL applicants of the outcome of your grant request once the Board and Special Education Directors have made a final determination.
6. Applicants shall coordinate the purchase of materials related to any approved application with their Principal and office staff.

### Grant Criteria

#### **Criteria for Evaluating Tri-Town SEPAC Grant Applications**

The SEPAC board weighs a number of factors when considering a grant application for approval. Key factors include the potential impact on the special education student population, the grant's total cost, and the administrations support regarding the initiative. Below is a more detailed list of criteria to bear in mind, in conjunction with the above, in crafting a new grant application.

- A key consideration in evaluating a grant is the potential impact of that grant on the special education student population, both in terms of breadth and depth of that impact. There will be preference given to those grants that have the potential to impact

the greatest number of students and/or provide the deepest impact on a subset of the special education student population. The overall impact of the grant will be weighed against the grant's total cost.

- While preference is given to those grants that have the potential to impact the greatest number of students, there may be instances where we give preference to a pilot program or technology. Such instances may include the need to test new technologies before broader implementation, testing new approaches or methods, etc. The goal would be for the pilot to provide information that will ultimately assist with the implementation of a program/technology to the remainder of the district/school/grade population.
- SEPAC's level of funding in a particular grant cycle can affect which grants are approved. In a well-funded grant cycle, we may be able to approve most or all grants versus in a cycle where more funds are requested than can be currently supported. In that case, we will need to carefully weigh and prioritize each grant, with higher priority given to those grants with the greatest impact. In cases where a grant with merit is not approved due to funding limits in a given grant cycle, we would encourage the applicant to resubmit the grant request in the next cycle.

# Tri-Town SEPAC Teacher Grant Application

1. This request relates to:

<input type="checkbox"/> Harry Lee Cole School,	<input type="checkbox"/> Spofford Pond Elementary School
<input type="checkbox"/> Fuller Meadow School	<input type="checkbox"/> Howe Manning School
<input type="checkbox"/> Proctor School	<input type="checkbox"/> Steward School
<input type="checkbox"/> Masconomet MS	<input type="checkbox"/> Masconomet HS

2. Applicant Information:

Name: \_\_\_\_\_

Grade/Specialty: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

3. Please describe the materials, equipment or programs, for which you are requesting Tri-Town SEPAC Teacher Grant funding. Please include in your description an explanation regarding the applicable classroom initiative or curriculum area impacted; how the material, equipment or programs will support that curriculum area; and how you will evaluate the benefits the material, equipment, program or training will have on both special education and general education students. You may attach additional pages if necessary.

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4. Please provide details of all fees and expenses requested for the material and equipment described above. If more than one item is being requested, please list each item and applicable cost separately. Please also include any anticipated shipping costs, which may be incurred. (Use attached separate page for additional items).

Item #1: \_\_\_\_\_

Catalogue #: \_\_\_\_\_

Quantity: \_\_\_\_\_ Cost (including shipping): \$ \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Fax: \_\_\_\_\_

Item #2: \_\_\_\_\_

Catalogue #: \_\_\_\_\_

Quantity: \_\_\_\_\_ Cost (including shipping): \$ \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Fax: \_\_\_\_\_

Item #3: \_\_\_\_\_

Catalogue #: \_\_\_\_\_

Quantity: \_\_\_\_\_ Cost (including shipping): \$ \_\_\_\_\_

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Vendor Fax: \_\_\_\_\_

TOTAL FUNDS REQUESTED: \$ \_\_\_\_\_ (Including All Items)

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Applicant's Signature

Date

#### 5. Coordinator Review

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Coordinators Signature

Date

#### 6. Tri-Town SEPAC Review and Decision

\_\_\_\_\_ Approved

\_\_\_\_\_ Denied

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Board Member Signature

Date

For all questions regarding the application process for Teachers Grant please contact the Tri-Town SEPAC President, Kristen DeMarco, [kandsdemarco@gmail.com](mailto:kandsdemarco@gmail.com).