



Qwest Foundation

Competitive Technology Mini-Grant Program



Application Package
Application Deadline: March 14, 2008

Administered by the Iowa School Boards Foundation (ISBF)
The research arm of the Iowa Association of School Boards, committed to excellence and equity in public education

Introduction and Goal:

The Iowa School Boards Foundation has received \$50,000 from the QWEST Foundation to be awarded to Iowa educators demonstrating innovative classroom uses of technology. The goal of the mini-grant program is to provide support to educators who utilize technological tools to deliver instruction based upon rigorous curriculum expectations and increase the development of higher order thinking skills for all students.

Purpose:

The purpose of the competitive mini-grant program is to:

- improve student learning through the innovative use of technology;
- enhance the development of students' higher order thinking and problem solving skills;
- increase educators' collaborative study of their content, practice, and student effects;
- increase educators' understanding of best practices related to integration of technology for improving student learning.

Eligibility:

All Iowa K-12 public school districts and/or K-12 certified public school educators (with documented support from the building principal, the superintendent, and the school board president) are eligible to apply. This is intended to include teachers, principals, and district level administrators.

Award Process:

The Qwest Foundation requires that mini-grants be awarded through competitive proposals. All proposals will be read and judged by a statewide committee made up of representatives of K-12 educators and business leaders. This panel will identify applications that best meet the criteria for the mini-grant program and final decisions will be made by ISBF. Qwest and ISBF will notify awardees by April 11, 2008. The total grants awarded will not exceed \$50,000. Awards will be determined by the degree to which they correspond with the goal and purpose of the program rather than any specific number of grants.

Timelines:

1. Application materials will be distributed to Iowa public school districts by January 18, 2008.
2. Mini-grant proposals must be submitted by March 14, 2008
3. A blue-ribbon panel of Iowa stakeholders will be convened on or before March 31, 2008, to provide input on grant awards.
4. Recipients will be notified of awards April 11, 2008.

5. Award will be made in local district by June 15, 2008.
6. Final project evaluations will be due no later than May 30, 2009.

Dissemination:

1. Grant recipients will be invited to showcase their projects at the Iowa Association of School Boards' Convention in November, 2009, and other related statewide meetings and conferences.
2. Project descriptions will be posted on the QWEST and IASB websites.

Evaluation:

An evaluation, including student learning data and project implementation data, must be submitted a minimum of two times during the project and a formal evaluation report submitted by May 30, 2009.

Funding Distribution:

Distribution of funds will be scheduled with the awardees upon notification and will be dependent upon the total award. A letter of understanding regarding the distribution of funds will be developed at the time the awards are granted.

Qwest Foundation Mini-Grant Application Instructions

Each educator applying for mini-grant funds must complete all of the following steps:

- Step 1: Review the following resource for guidance:
 - National Educational Technology Standards for Students
http://cnets.iste.org/students/s_book.html
- Step 2: Complete the application forms (cover page, narratives, expenditure form, evaluation plan).
- Step 3: Complete assurances and documentation of support.
- Step 4: Assemble the mini-grant application materials and include 5 additional copies (total of 6 copies).
- Step 5: Submit six copies of your application materials, postmarked on or before March 14, 2008, to:

Susan Olesen
Iowa School Boards Foundation
6000 Grand Avenue
Des Moines, Iowa 50312

No faxed or electronic applications will be accepted without accompanying hard copies for distribution to the panel members.

Step 6: Contact the program director, Susan Olesen (solesen@ia-sb.org or (515) 247-7022), if you intend to send supplementary materials.

**Qwest Foundation Mini Grant Program
Scoring Rubric**

	0	1	2	3
1. Prepare a narrative description of the project goals. Indicate clearly the learning outcomes that will occur for both the students and the educators as a result of participation in the project. (1-3 pages)	Local project goals for students and educators are not clearly stated and/or are not related to QWEST project goals and purposes.	Local project goals for students and educators are somewhat clearly stated but not related to QWEST project goals and purposes.	Local project goals for students and educators are somewhat clearly stated and somewhat related QWEST project goals and purposes.	Local project goals for students and educators are clearly stated and clearly related to QWEST project goals and purposes.
2. Prepare a narrative description of how the project activities will use technology to expand the rigor of the curriculum .	The narrative does not explain how the project activities will use technology to expand the rigor of the curriculum.	The narrative does not clearly explain how the project activities will use technology to expand the rigor of the curriculum.	The narrative somewhat explains how the project activities will use technology to expand the rigor of the curriculum.	The narrative clearly explains how the project activities will use technology to expand the rigor of the curriculum.
3. Prepare a narrative description of how the project activities will engage students in higher order thinking in ways they can not be engaged without the technological tools.	The narrative does not explain how the project activities will engage students in higher order thinking in ways that can not be engaged without the technological tools.	The narrative does not explain clearly how the project activities will engage students in higher order thinking in ways that can not be engaged without the technological tools.	The narrative somewhat explains how the project activities will engage students in higher order thinking in ways that can not be engaged without the technological tools.	The narrative clearly explains how the project activities will engage students in higher order thinking in ways that can not be engaged without the technological tools.

<p>4. Prepare a narrative description of how the project activities will increase teachers' collaborative study of their content, practice, and student effects.</p>	<p>The narrative doesn't include a description of teachers' collaborative study of their content, practice, and student effects.</p>	<p>The narrative includes a description teachers' collaborative study of only one or two of these three areas: their content, practice, and student effects.</p>	<p>The narrative somewhat describes teachers' collaborative study of their content, practice, and student effects.</p>	<p>The narrative clearly describes (including a schedule) teachers' collaborative study of their content, practice, and student effects.</p>
<p>5. Prepare a narrative description of how the project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning.</p>	<p>Narrative omits description of how project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning.</p>	<p>Narrative description is not clear how project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning.</p>	<p>Narrative description is somewhat clear how project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning.</p>	<p>Narrative description is very clear how project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning.</p>
<p>6. Prepare a narrative description of how the implementation of project activities will be monitored.</p>	<p>Narrative description does not mention how implementation of project activities will be monitored.</p>	<p>Narrative description of implementation of how project activities will be monitored mentioned but not clearly described.</p>	<p>Narrative description of how implementation of project activities will be monitored is somewhat clearly described.</p>	<p>Narrative description of how implementation of project activities will be monitored is clearly described.</p>
<p>7. Prepare a narrative description of how the project outcomes will be evaluated.</p>	<p>Narrative description of how the project outcomes will be evaluated not included.</p>	<p>Narrative description of how the project outcomes will be evaluated unclear.</p>	<p>Narrative description of how the project outcomes will be evaluated somewhat clear.</p>	<p>Narrative description of how the project outcomes will be evaluated very clear.</p>

**Qwest Foundation Mini Grant Program
Rating Sheet**

Educator Name: _____

District: _____

Reader: _____

- | | | | | | |
|----|---|---|---|---|---|
| 1. | Description of the project goals. Indicate clearly the learning outcomes that will occur for both the students and the educators as a result of participation in the project. | 0 | 1 | 2 | 3 |
| 2. | Description of how the project activities will use technology to expand the rigor of the curriculum . | 0 | 1 | 2 | 3 |
| 3. | Description of how the project activities will engage students in higher order thinking in ways they can not be engaged without the technological tools. | 0 | 1 | 2 | 3 |
| 4. | Description of how the project activities will increase teachers' collaborative study of their content, practice, and student effects. | 0 | 1 | 2 | 3 |
| 5. | Description of how the project activities will increase teachers' understanding of best practices related to the integration of technology for improving student learning. | 0 | 1 | 2 | 3 |
| 6. | Description of how the implementation of project activities will be monitored. | 0 | 1 | 2 | 3 |
| 7. | Description of how the project outcomes will be evaluated. | 0 | 1 | 2 | 3 |

Reader comments and suggestions: _____

**Qwest Foundation Mini Grant Program
Application Assurance Sheet**

Project Title: _____ Amount of Request: \$ _____

District Name: _____

Contact Person (Name): _____

Address: _____ City, State Zip: _____

Phone number: _____ Email Address: _____

Additional Applicant(s) Information:

Name	Position	Years of Experience

**I certify that if I receive a Qwest Foundation Mini Grant,
I agree....**

- to measure success of the project by changes in student learning.
- to share student data for external evaluation and study.
- to share project activities at statewide meetings and conferences.
- to abide by expectations for project development and completion as set forth in the grant guidelines and requirements for proposals.
- to implement the project as described in the submitted application.
- to maintain detailed budget records and abide by the budget expenditures and categories.
- to submit periodic progress reports and to interact regularly with the program director to report progress.
- to collect and provide data as described in the project application.
- to develop and submit a final project evaluation.

Qwest Foundation Mini-Grant Expenditure Plan

Activity	Salaries	Benefits	Contractual Agreements	Materials and Supplies	Capital Objects	Total
TOTALS						