INNOVATION FUND
FISCAL YEAR 2019 SCALING GRANT APPLICATION REFERENCE

Please note that ALL Innovation Fund grant applications must be submitted through the Innovation Fund's online application site, [WizeHive](), by October 4, 2018. GOSA will **not accept** applications submitted in any other format (mail, email, etc.) or after the submission deadline. The following document provides the application questions for your reference only.

ELIGIBILITY VERIFICATION FORM

1. General Information (all short answer)
   a. District Name*
   b. School Name (if applicable)
   c. Contact Name*
   d. Contact Email*
   e. Contact Phone Number*
2. Technical Assistance Webinar Series
   a. Please certify that you completed the mandatory Technical Assistance Webinar series by checking the box below
      ☐ I certify that I, or someone from my school/district, completed the mandatory Technical Assistance Webinar.

SCALING METHOD

Applicants can "scale" a program in three ways:
1) Replicate your own existing successful program at a new site.*
2) Replicate someone else's existing successful program at your own site.*
3) Expand your own existing successful program to serve more students, teachers or leaders at your current site.

Please note, if you are replicating your program at a new site or replicating someone else's program at your site, your "replication partner" must submit a statement of commitment indicating their active participation in the project. A replication partner is the organization that will be replicating your program or whose program you will be replicating. Eligible replication partners are limited to school districts, schools, Institutions of Higher Education, or nonprofit organizations.

In what role are you applying for a scaling grant?
- ☐ I am applying on behalf of an existing successful program to replicate my program at a new site. **(Replicating your own program)**
- ☐ I am applying on behalf of an organization wishing to replicate someone else's existing successful program at my site. **(Replicating someone else's program)**
- ☐ I am applying to expand my existing, successful program to serve more students, teachers or leaders at my current site. **(Expanding your program)**

GENERAL INFORMATION

I. Applicant Information
   a. Address
   b. Federal Employer ID Number
   c. Contact Name
   d. Contact Role
   e. Contact Phone
   f. Contact Email/confirm email
   g. Alternate Contact Name
   h. Alternate Contact Role
   i. Alternate Contact Email/confirm email
   j. Alternate Contact Phone

II. Project Information
   a. Project Name *(50 words)*
   b. Brief Description of the program you are planning to scale (3 – 4 sentences) *(200 words)*
   c. Priority Area Addressed
      i. Applied Learning & STEAM
      ii. Birth to Age Eight Language & Literacy
      iii. Blended & Personalized Learning
      iv. Teacher & Leader Development
   d. Estimated number of students/teachers/leaders your program will serve
   e. Grant Amount Requested *(minimum $200,000, maximum $700,000)*

SECTION I. WHAT INNOVATION ARE YOU SCALING? (15 PERCENT)

1. Describe your innovative program. In your answer, please include the following: *(300 words)*
   a. A brief description the program you plan to scale;
   b. Your program's main SMART goal(s);
   c. The specific target population (including the demographics, grade level, characteristics, number of students/teachers/leaders) your innovation will address;

2. Describe any partner organization(s)* that will be involved in your program and their role(s) in the implementation process. If you have a replication partner, please describe the **specific role(s)** that partner will play during the scaling process. *(500 words)*

3. Describe how your program aligns with the priority area you identified. *(300 words)*

Please note any partner organizations listed will need to upload Statements of Commitment as part of this section.

SECTION II. WHY SHOULD YOU SCALE THIS PROGRAM? (20 PERCENT)

1. Describe why you are scaling this program. In your answer include: the **problem** and **root cause** you will address by scaling the program, and the specific qualitative and quantitative data that you gathered to determine this problem and root cause. *(500 words)*

2. Provide qualitative and quantitative evidence of success that the program you would like to scale has <u>successfully</u> addressed a **similar problem and root cause** as the one you described above. In your answer, also discuss how you know this program will yield similar results when scaled. *(500 words)*

Evidence of Success *must indicate that your program has generated positive outcomes, including, but not limited to: increased student achievement, increased teacher or leader effectiveness or other positive outcomes. Please note that you must provide quantitative data indicating your program has been successful. These data can include student test scores, student growth data, student or teacher survey results, or any other data indicating that your program has generated positive outcomes. You may also include qualitative data if you feel it provides additional evidence of success, including student, teacher, and/or leader interviews.*

SECTION III. IS IT *REALLY* INNOVATIVE? (15 PERCENT)

1. Using the information you learned from the FY 19 Scaling Grant Webinar & Guidelines, please explain how your program is a **<u>Level 3 or Level 4 innovation</u>**. *(500 words)*

2. What existing school, district, or community structures will you need to disrupt for your innovation to succeed? How will your program disrupt them? (*500 words*)

SECTION IV. WHAT'S YOUR PLAN? (15 PERCENT)

1. Describe the individuals* that will lead/facilitate the scaling process and why they are qualified to do so. *(500 words)*

2. Required: Please download and complete the <u>Innovation Fund Grant Scope of Work Chart</u> indicating each of your program's milestones, the actions steps you will take to complete each milestone, the timeframe for each milestone, and the person responsible for completing each milestone. Once you complete the spreadsheet, upload it in the space provided. *Please note that you must download the spreadsheet to see all headings.*

   Please note that you must submit <u>Statements of Commitment</u> from key personnel and your organization's leadership (superintendent, principal, board chair, etc.) as part of this section.

SECTION V. WHAT WILL YOU DO WITH THE GRANT FUNDING? (15 PERCENT)

1. Required: Please complete and upload the [Innovation Fund Grant Budget Template](#) indicating how you will use your funds to implement this program.

2. Please complete a budget narrative, providing a description and rationale for each of the expenses listed in the Innovation Fund Budget Template. *(500 words)*

3. Describe how you will sustain your program once the grant funding ends. *(250 words)*

SECTION VII. HOW WILL YOU EVALUATE IT? (20 PERCENT)

1. List 3-6 program goals. Your goals should be specific, measurable, attainable, relevant, and time-based (SMART). Please note that you must include at least three academic goals. Optional: You may complete and upload the [Grant Goals and Outcomes Chart](#) as part of your answer.* *Please note that you must download the spreadsheet to see all headings.*

   *Please note you are NOT required to upload the Grant Goals and Outcomes Chart as part of your application. However, we strongly recommend you complete it to strengthen the quality of your grant application.

2. Please describe how you will evaluate your program. Specifically: *(700 words)*
   a) What data will you collect throughout the scaling process?
   b) What data collection methods will you use (ex: surveys, test scores, focus groups, interviews, etc.)?
   c) When will you collect these data?
   d) How will you use the data you collect to inform program modifications?
   e) Describe the comparison group you will use to determine the program's actual impact on students/teachers/leaders.

3. Describe who will take responsibility for evaluating your program and why this person/organizations was chosen.* *(300 words)*

   *Please note, if you are awarded funds, you MUST use a portion of your grant funding to contract with an external evaluator. Therefore, your application must reflect that you have explored possible external evaluators. If awarded funding, you will need to provide GOSA with an executed contract and evaluation plan from your external evaluator.