



INNOVATION FUND SCALING GRANT APPLICATION

Please note that ALL Innovation Fund grant applications must be submitted through the Innovation Fund's online application site, <http://innovationfund.fluidreview.com>, by September 3, 2015. 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.

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 letter of commitment indicating their active participation in the project. A replication partner is the LEA, school, IHE, or nonprofit organization that will be replicating your program or whose program you will be replicating.

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
- b. Brief Description of the program you are planning to scale (3 – 4 sentences)
- c. Priorities Addressed (can be more than one)
- d. Estimated number of students/teachers/leaders your program will serve
- e. Grant Amount Requested

Executive Summary (5 points)

1. Provide an executive summary of the program you plan to scale (300 words or less). In your summary please include your program's mission, theory of change, the population your program will serve, and your program's goals and intended outcomes.

Alignment and Need (15 points)

1. Please explain how your program aligns with your selected Innovation Fund priority area. In your answer: (a) refer to GOSA's definition of the priority area, and (b) specifically address how your program matches this definition.
2. Describe the need for your program. In your answer: (a) provide data to support this need, and (b) discuss how scaling your program will address the need you described.

Evidence of Success* (15 points)

1. Identify the core components of the program you intend to scale. In your answer, please describe any changes you will make to these components and provide the rationale for those changes.
2. Provide evidence that this program has generated positive academic achievement, teacher or leader effectiveness or other outcomes.
3. Provide evidence that, when scaled, this program will yield similar outcomes. *(For example, the scaled program will reach a similar population of students, retain the program's core components or foster similar partnerships).*

****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.

Goals and Evaluation Plan (15 points)

1. Describe 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. Your SMART goals should include your intended outcomes.
2. Describe how you will measure your progress in meeting your program goals. Please be sure to include the data collection methods you intend to use.
3. Describe who will take responsibility for evaluating your program and why this person was chosen.*

**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 an external evaluator in mind. If awarded funding, you will need to provide GOSA with an executed contract and evaluation plan from this evaluator.*

Partnership Overview (15 points)

1. Describe your replication partner or any other partner(s) that will help you expand your program, including:
 - a. The partner's mission,
 - b. Your past and current relationship with the partner,
 - c. How you will work with this partner to scale the program, and
 - d. How you will sustain the partnership beyond the grant period.
2. Describe any other individuals or organizations that are critical for your success during the grant period. Describe how you will establish (or how have you established) a relationship with them.

***Please note all proposed partners must submit a Letter of Commitment along with the application.**

Capacity to Scale the Program (10 points)

1. Describe your capacity to scale this program, including:
 - a. Who will lead/facilitate the scaling process and why they were chosen as the grant lead, and
 - b. The other individuals (both within and outside of your organization) that will be involved in the scaling process.
2. Describe how you will ensure the individuals listed in sections a and b will have enough time to dedicate to this work.
3. Provide your organization's previous experience in scaling existing programs.

***Please note that you must submit Resumes of Key Personnel as part of this section.**

Scaling Scope of Work (15 points)

1. Please complete the [Innovation Fund Grant Scope of Work Chart](#).
2. Describe any potential challenges you see in meeting the intended milestones and how you will address these challenges.

Budget (10 points)

1. Please complete 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 above.
3. Describe how you will work to ensure that your organization has funding to sustain the program once the grant funding ends.