Student Teacher Innovative Grant Guidelines (STIG):
ALL CCISD STUDENTS
Application Open: September 17, 2024 – October 23, 2024
To be implemented: 2024/2025 school year

Award Amount:
The award amount for a STIG is capped at $5,000 per request.

What is a Student Teacher Innovative Grant (STIG)?
- This program supports "Student Teacher Innovative Projects". An individual student or a team of students may apply under the guidance and sponsorship of a teacher.
- "Student Powered, Teacher Guided"
- STIGs enhance student learning by stimulating student creativity and supporting innovative learning projects.
- Must be sustainable for use in future years (3-5 years) and not require additional CCEF funding.
- STIGs will be awarded for *one-time, new* projects to be implemented within the 2024/2025 school year.
- They will be awarded to individuals or teams enrolled in CCISD and must be sponsored by a CCISD teacher.
- A student or team may submit more than one grant application.
- Projects are reviewed and evaluated on an individual basis.
- These grants are intended to fund projects that are supported by CCEF mission and goals.

CCEF STIGs will fund the following:
- Student driven, innovative learning projects
- Examples including but not limited to:
    o Humanitarian projects
    o STEM or STEAM initiatives
    o Entrepreneurial endeavors
        ▪ Grants involving discoveries of new technology, methods or processes that are patentable. CCISD jointly owns the intellectual property. This is consistent with growing entrepreneur spirit in students.
    o Workforce development opportunities
- Current student clubs requesting funding for a new innovative project
- New student clubs requesting funding for a specific project

CCEF STIGs will NOT fund the following:
- Projects where materials or services are currently available through CCISD resources (including technology), PTA or other community resources.
- Club start-up expenses
- Travel expenses

Application, Selection, and Administration:

- All CCISD students (High School, Intermediate and Elementary) may apply online at the CCISD grant portal: https://apps.ccisd.net/CCEFGrants/Account/Login.
- Grants will be selected by CCEF and administered through the CCISD Grants Department.
- Impact must be realized in the current school year.
- Applications **must be approved by the campus principal** or they will not be considered. The approval will be emailed to the principal once the online application in finished.
  - o Technology requests will automatically go through an approval process by the Director of Technology once the application is submitted and prior to the principal.
- A presentation of proposal to the CCEF Programs Committee may be required as a final step in the process for top finalists only.
- All applicants will receive notification of awards in December 2024.
- Impact must be realized in current school year and reported back to CCEF by May 2025 through evaluation survey that will be emailed directly.

Evaluation Criteria:

GOALS/OBJECTIVES AND DESCRIPTION: 30%
- The project should support campus and/or district goals.
- Goals and objectives must be aligned with the district curriculum, clearly defined and linked to **student learning and achievement**. Applicant must be clear about what skills, behaviors, etc., the students will accomplish because of the grant project. Please be sure to *CLEARLY STATE THE **NEED AND PURPOSE** OF THE PROJECT*.
- Timeline must be feasible for implementation during the school year.

IMPACT, CREATIVITY AND GROWTH: 30%
- The project may reflect the student's own, original idea or it may be a creative adaptation of an existing idea, project, or strategy. CCEF is looking for *new* innovative, creative ideas.
- Student and teacher benefits and growth opportunities should be clearly defined.

EVALUATION AND CONTINUITY: 30%
- Plans for evaluating the project must be clearly defined with measurable performance goals. Please only submit the requested information and no additional attachments, unless specifically requested. Meaningful, measurable goals are critical to your grant application being awarded.
- Projects that are self-sustaining for future years are encouraged but not required.
- You will be asked to provide grant status/impact reports by May 31, 2025 to the Clear Creek Education Foundation Programs Committee.

BUDGET: 10%
- The project should have a clear and accurate budget illustrating how you will utilize CCEF's funds to the fullest extent and be a good steward of the donor dollar.
- When possible, please submit a **partial funding request** if you can manage the project with less funding.
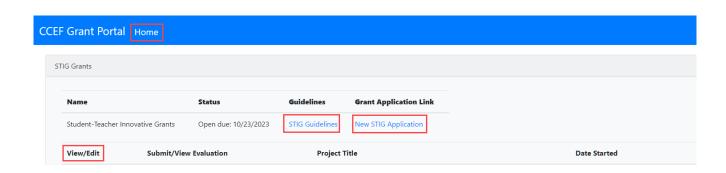
If awarded the grant:

- Grant funds will be made available January 2025 to the teacher sponsor.
- Grantees and teacher sponsors are required to complete a virtual training to guide you in the grant budget process. This must be completed before grant funds are made available.
- Once all parties related to your grant have completed the virtual training in CANVAS, you will receive an email from ccefgrants@ccisd.net with budget details. Questions about changes in purchasing or program implementation should be directed to ccefgrants@ccisd.net
- All expenditures for materials/supplies must follow CCISD purchasing guidelines and utilize the Purchase Order process. All vendors must be on the District vendor list or vendor must be willing to complete the paperwork to be approved. Please do not plan to order from online vendors unless they are approved by CCISD. Reimbursements to grantees are rarely made and must be granted prior to purchasing.
- Awarded funds can ONLY be spent for specific materials requested within the grant.
- All POs are to be closed by the last day of school, May 2025. Any remaining funds will be returned to CCEF to support future grants.
- The Foundation loves videos, photographs, and letters from parents and students at any time throughout the year. You can send these at any time to Jennifer Garcia, Foundation Executive Director – jjgarcia@ccisd.net. Please make sure parents have signed the media release to allow pictures of students to be used.
- All purchases under these grants become property of CCISD. You will be sent stickers to identify the materials as Property of CCISD and funded by CCEF.
- All grantees are asked to use the Foundation logo and name where their project or program is being displayed or recognized including social media, websites and newsletters.
- In order for CCEF to track the impact of its programs in CCISD, an evaluation of your project will be requested. An electronic evaluation form will be made available to you in January for submittal by the end of school in May 2025.

![CCEF - Clear Creek Education Foundation logo - "Inspiring Educational Excellence."]

CCEF Grant Portal

Please Log in with your Network Credentials.

Username

Password

Log in

If you have any questions, please call 281-284-0031 or email dlaine@ccisd.net. For technical issues, please submit a Topdesk ticket.

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CCEF Grant Portal   Home

STIG Grants

Name	Status	Guidelines	Grant Application Link
Student-Teacher Innovative Grants	Open due: 10/23/2023	STIG Guidelines	New STIG Application

View/Edit	Submit/View Evaluation	Project Title	Date Started

CCEF Grant Portal   Home

New STIG Application

Show All Sections

Applicant Information

*Name:	*Title:	*School:	*Grade(s)/Subject(s) Taught:	*Email:
	Student			
*Phone:	*Address:	*City:	*State:	*Zip:

Add an Applicant

Principal/Supervisor

Grant Details

Goals/Objectives and Description

Timeline

Evaluation

Continuity

Budget Details

☐ I have read the guidelines for this grant and agree that the information submitted is true and correct.

Submit   Exit

f you have any questions, please call 281-284-0031 or email dlaine@ccisd.net. For technical issues, please submit a Topdesk ticket.

CCEF Grant Portal   Home

New STIG Application

Show All Sections

Applicant Information

Principal/Supervisor

Add Supervisor

Search

ID:

Campus:
-- Select --

First Name:

Last Name:

Search   Close

Grant Details

*Project Title:

Characters remaining: 100

*Project Summary: Overall summary to be used for publication purposes

Characters remaining: 250

*Does this grant involve landscaping?
⦿ Yes ○ No

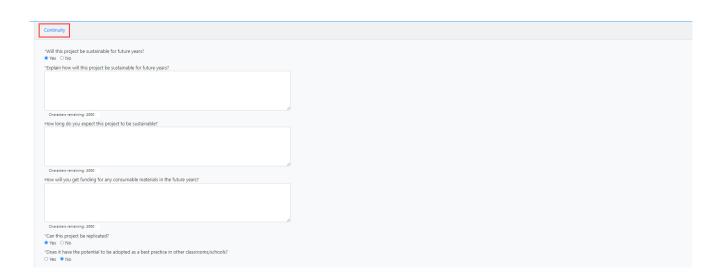*Have you already received proper approval for your landscaping project?
⦿ Yes ○ No   (If not, please submit a Facilities Modification Application here)

*Are you requesting funds for a club?
○ Yes ⦿ No

*Project Subject Area(s):

Characters remaining: 100

*Estimated Number of Students Participating/Impacted in first year:
0

Characters remaining: 99

*Grant Request $:
(Max is $5000)
$0.00

Characters remaining: 95

Goals/Objectives and Description

*Clearly state the need or problem addressed by this project. How is this project creative or innovative? How does this directly benefit students and provide growth opportunities? Explain how you will implement this project.

Characters remaining: 2000

*Does this grant support district and campus goals?
○ Yes ○ No

*Which Superintendent Targets does this grant impact?
(Select all that apply)
☐ I. We will foster a safe and nurturing environment.
☐ II. We will design and implement learning experiences that inspire student achievement agency and growth.
☐ III. We will cultivate social and emotional capacity and a commitment to service before self.
☐ IV. We will expand the organization's capacity to accomplish our strategic intent.
☐ V. We will ensure our community parents staff and students exercise shared ownership of our mission.

*Does this engage outside volunteers (students, parents, community members)?
⦿ Yes ○ No

*If yes, please explain further the role of outside volunteers in this grant:

Characters remaining: 500

Timeline

*Provide a timeline for implementing this project in current year (identify milestones & dates). For future years, how do you expect this project will change or grow?

Characters remaining: 1000

Evaluation

*Clearly describe how the project will be evaluated to determine its success. Clearly describe the evaluation method or procedures identifying the skills or knowledge students are expected to acquire. Please do not use standardized tests as a form of evaluation.

Characters remaining: 1000

Continuity

*Will this project be sustainable for future years?
○ Yes ○ No

*Explain how will this project be sustainable for future years?

Characters remaining: 2000

How long do you expect this project to be sustainable?

Characters remaining: 2000

How will you get funding for any consumable materials in the future years?

Characters remaining: 2000

*Can this project be replicated?
● Yes ○ No

*Does it have the potential to be adopted as a best practice in other classrooms/schools?
○ Yes ● No

Budget Details

Develop a project budget and list specific materials, equipment, outside experts, etc. Estimate cost where not known. Note: Do not include items available from the school or school district.

Failure to complete a detailed budget item list will result in an incomplete proposal that will not be considered.

Item to be purchased	Total Cost	Budget Category	Purpose	Qty.	Vendor	CCISD Vendor?	Can Be Reused?	Delete
				− +				🗑

Add Budget Item

Total Per Budget:

Grant Request:

Total Students Impacted:

Student Cost per Grant Request:

Does this grant involve technology?
(All requests that include software, hardware, and technology accessories must be approved by Technology Dept)
○ Yes ● No

Is Partial Funding Possible?
● Yes ○ No

*If yes, Partial Amount Requested:
$0.00

*If yes, how will grant change with less funding?

New Budget Item

*Item to be Purchased:

Characters remaining: 100

*Quantity:
− +

*Total Cost:
$0.00

*Budget Category:
Any item such as computer accessories, computer mice, keyboards, monitors, printers, software etc. would be considered a 'Technology Item'

-- Select --
-- Select --
Technology Item
Reading materials/library books
General Supplies
Other

*Is this a CCISD Vendor?
○ Yes ● No

*Can items be reused?
○ Yes ● No

Add Item Close

apps.ccisd.net says

For the question: Is this a CCISD Vendor? You selected No. It is strongly recommended that you select a current approved ISD vendor. If you do not, the process to approve a new vendor takes time and will require your assistance in setting them up as an approved vendor before you can purchase grant materials.

OK

Will additional funding be needed to sustain project?

◉ Yes ○ No

*If yes, please explain further with reason and plan:

Are the requested materials or services available through current or future CCISD resources?

◉ Yes ○ No

* If yes, please justify why you are requesting them:

NOTE: If yes, it is very unlikely this application would be approved since the resources will be available through CCISD and it is advised not to submit this application now until further evalutaion.

Please Note:

Funding will not be granted for projects that call for purchases of materials or services available from the school district including technology.

Stipends and other salary payments to the applicant are not permitted. Funds cannot be used for consultant fees, seminar registration fees, travel and other related expenses.

Funds can only be spent for the specific materials requested of the grant awarded.

☐ have read the guidelines for this grant and agree that the information submitted is true and correct.

Submit   Exit