



Writing a Winning Grant  
2017-2018

# Why Proposals Get Funded

- o Proposals that meet an important need
- o Targets a population that may be under served
- o Brings something new and/or creative to the learning environment
- o Impacts significant number of students
- o Exciting and engaging to the reviewer
- o Method, objective, and measurable outcome is clearly stated

# Some Examples of Items NOT Funded

- o Computer hardware and software not pre-approved by district technology department
- o Projects that are not in alignment with district strategic Plan/Curriculum (see your area instructional coordinator with questions)
- o Projects not approved by principal or supervisor
- o Classroom sets of equipment or materials already provided to the campus by the district to be shared
- o Equipment/Technology that will be given to the student(s) to keep or take home vs. remaining on campus. Ex: calculators, CD players, iPods, etc...
- o Do not apply for something that is currently done on your campus, unless you are taking it to the next step

## More Examples of Items NOT Funded

- o Travel, individual staff development, conferences, and workshops
- o Payroll
- o Gift Cards
- o Anything that requires a personal user account. Ex: iTunes, Amazon accts. Etc
- o Furniture
  
- o This is not a complete list of items not funded, but rather some examples. If more information is needed please contact foundation office with any questions prior to submitting your grant.

# Writing Tips

- o Check your spelling and grammar before submitting
- o Avoid acronyms
- o Be brief, but detailed
- o Be positive and compelling
- o Avoid unsupported assumptions
- o Ask a non-educator to read your proposal...
  - o Is it clear and persuasive?
  - o Did you paint a picture for the reader?
  - o Did you state your method and objective?
- o Tie your proposal to instruction- Be Creative!
- o Follow the grant guidelines
- o Take yourself through the different roles if you are writing on your own

# Budget Tips

- o You **MUST** use CISD approved vendors
- o Do your homework and get accurate pricing
- o **DO NOT FORGET SHIPPING COSTS**
- o Be specific on budget forms
  - o Make sure everything you plan to purchase with grant funds are included in the budget and purchased through CISD approved vendor
  - o Make sure you have the vendor name and item # for your quote in budget
- o Funding will only be provided for items listed in application

# Key Thing to Remember

- o All Grant applications are due **October 18, 2017, only submitted through the Google Form by 4:30pm.**  
Send questions to: [info@coppellisdef.com](mailto:info@coppellisdef.com)