



C I N S

COUNCIL OF INTOWN NEIGHBORHOODS AND SCHOOLS

## **GRANTS FOR EXCELLENCE IN EDUCATION INFORMATION**

The Council of Intown Neighborhoods and Schools (CINS) provide grants to teachers and staff in the Grady cluster to enhance the learning environments of students in their classrooms and schools. These funds are designed to supplement, not replace, APS funding.

**Grants support innovative educational efforts. This may include creative classroom projects, teacher enrichment, guest speakers or performers, field trips, innovative materials or equipment.**

Grant awards range from a minimum of \$150 to a maximum of \$500 for an individual applicant or \$1,200 for two or more applicants in collaboration. Please limit proposals to within these amounts or indicate where you will get any additional funds needed.

The strongest proposals offer strategies that further the school's mission and show a high degree of promise for effectiveness and reproducibility. CINS also prioritizes new proposals over previously funded projects, although the latter are eligible as long as reporting requirements were met.

In honor of Dr. Adelia Hall and to keep alive the spirit of discipline-based arts education, each year CINS honors one grant that integrates arts into the curriculum as the Adelia Hall Arts Grant.

Grant recipients are required to complete a written final report form, attaching receipts for all purchases of \$20 or more, and are encouraged to present or arrange for a brief presentation on their project at CINS' grants showcase meeting in April. Grant reports are due in late April. Failure to comply with grant requirements will disqualify all teachers named as recipients of the grant from reconsideration for a CINS grant for three years.

**Grant application packets are available on the CINS website, [www.cinsatlanta.org](http://www.cinsatlanta.org), from your school's principal or from your school's CINS representative.**

**Grant applications must be received by Monday, October 3, 2011. Please submit nine (9) copies to 35 Randolph Street, Atlanta, GA 30312 and email it to Julia Neighbors at [julianeighbors@yahoo.com](mailto:julianeighbors@yahoo.com) with the title of your project and the name of your school in the subject line.**

If you have any questions, please contact Julia Neighbors, [julianeighbors@yahoo.com](mailto:julianeighbors@yahoo.com).

### *Empowering Schools ... Enhancing Neighborhoods*



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COUNCIL OF INTOWN NEIGHBORHOODS AND SCHOOLS

**2011-2012 GRANT APPLICATION COVER SHEET**

**Deadline:** **Monday, October 3, 2011.** Nine paper copies must be received by this date. Also, email your completed applications to [julianeighbors@yahoo.com](mailto:julianeighbors@yahoo.com) with the title of your project and the name of your school in the subject line. (When emailed, you should receive a receipt notification within 24 hours). Award notifications will be sent in mid-November.

**Instructions:**

- Attach this completed cover sheet to your proposal. Instructions for writing the proposal are enclosed.
- Please write legibly or type.
- Application must be authored only by the staff who will implement the grant.

**More information:** Julia Neighbors – [julianeighbors@yahoo.com](mailto:julianeighbors@yahoo.com), 404-625-9883



Applicant name(s) \_\_\_\_\_

Contact person and phone number \_\_\_\_\_

Contact email \_\_\_\_\_

School \_\_\_\_\_ School phone \_\_\_\_\_

Principal's Name and Email Address \_\_\_\_\_

Title of proposed project \_\_\_\_\_

Grade(s) targeted \_\_\_\_\_ Number of students directly impacted \_\_\_\_\_

Subject area(s) addressed \_\_\_\_\_

Total Request \$ \_\_\_\_\_

Have/will you request full or partial funding for this project, for this grant year, from APS, your PTA or other sources? If so, please detail. \_\_\_\_\_

***Empowering Schools ... Enhancing Neighborhoods***



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## **CINS GRANTS FOR EXCELLENCE IN EDUCATION**

### **INSTRUCTIONS FOR WRITING PROPOSAL**

On separate paper, please answer the following questions in order. Clearly label each section with the heading shown below in bold. The proposal must be typed or legibly written and not exceed five single-sided pages, including budget. If you would like to attach supporting documents, such as information from the supplier, provider, speaker or destination, please do so (but note that it will count towards the total number of pages submitted).

**Summary** – Please give a brief description of the proposed project and its goal.

**Need** – Describe the need or opportunity the project addresses.

**Method** – How does the project address the need? Please describe the approach/method/activities.

**Highlights** – What makes this project unique or exceptional? How does it relate to the mission of your school?

**Effectiveness** – Please describe your basis for expecting the project to be effective, whether direct experience, the reports of others, documented research or your personal insight. What leads you to believe that this project is promising?

**Outcomes** – Please list the 2 to 4 most important outcomes you expect from this project. For each, describe how you will determine the degree to which it was achieved.

**Durability** – Does this proposal include durable goods or replicable strategies that other teachers will be able to use? How will you share them with other teachers in your school or the Grady cluster? Will you be able to replicate the project in future years with only ordinarily available (APS) funding?

**Budget** – Itemize your budget and give the total cost. Please be very specific in your budget.

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PLEASE NOTE:

- (1) Grant recipients are required to turn in a final report, including receipts for all purchases of \$20 or more. The deadline for the final report is at the end of April 2012.
- (2) Grant recipients are encouraged to make a presentation on their project at the CINS' grant showcase meeting in April.

OWNERSHIP OF MATERIALS:

All material/equipment purchased with grant money belongs to that staff member for use in any Atlanta Public School. Should the staff member leave APS, such material/equipment will remain the property of the school they last served.

#### ***Empowering Schools ... Enhancing Neighborhoods***

Grady High School • Coan Middle School • Inman Middle School • King Middle School  
Centennial Place Elementary • C. W. Hill-John Hope Elementary  
East Lake Elementary • Mary Lin Elementary • Morningside Elementary • Springdale Park Elementary Toomer Elementary

PO Box 8116, Atlanta, Georgia 31106 • [www.cinsatlanta.org](http://www.cinsatlanta.org) • [cinsatlanta@bellsouth.net](mailto:cinsatlanta@bellsouth.net)

*Celebrating 30 Years of Advocacy for the Grady Cluster of Schools*



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