



August 2010

Dear Mill Valley Teachers,

Kiddo! is pleased to announce that the **Kiddo! Mini-Grant Program is back for 2010-11!** Thanks to the many parents who raised their paddles for "Fund-a-Need" at Kiddo!'s Spring 2009 Gala, Kiddo! is able to make \$12,000 available for grants for the 2010-2011 school year!

For those of you that have been in the District for a few years, the format and criteria will be the same as in prior years. Mini-grants are meant to foster creativity and innovation by providing resources to strengthen the curriculum and implement creative ideas. Teachers may apply individually or as a group, such as department, grade level, etc. As in the past, an additional intent of the grants is to benefit as many students at as many sites as possible.

An Awards Committee, comprised of one teacher from each school, a representative from the administrative council and a parent from PTA Council, will select the recipients. Committee members will have one week to read all proposals. Proposals will not be assigned advocates -- *this means that each proposal must stand on its own!* Please remember applications do not need to be complicated. Simple, clearly stated proposals are preferred.

Mini-Grant Guidelines and an Application Form are attached to this email. Forms are also available to copy in your school's office, or by calling Kiddo! at 389-7789. **Applications are due at Kiddo! by Friday, October 15, 2010.**

If you have any questions about your particular proposal or application, please call us (389-7789). We are in the office Monday through Thursday (9 to 3PM). We would also be happy to set up a meeting after school if you'd like to look over past proposals, or would like more detailed information.

We are very excited to be able to offer this program again this year. We look forward to your applications!

Sincerely,

Trisha Garlock
Executive Director

<p>P.S. We will need a teacher from each school to serve on the Awards Committee. The Committee will meet after school on Thursday, November 4 at 3:15 PM in the Kiddo! office at the Middle School. If you are interested, please contact your Principal.</p>
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Kiddo!
Mill Valley Schools Community Foundation
MINI-GRANT GUIDELINES
2010-2011

PURPOSE: Kiddo! is pleased to offer mini-grants for the 2010-2011 school year. The purpose of these grants is to encourage and reward imaginative teaching through grants which creatively enhance the curriculum and demonstrate innovation.

WHO SHOULD APPLY?: All certificated and Kiddo! teachers in the Mill Valley School District are eligible. Grants may be submitted by a qualifying individual or group, which might include a department, grade level, or cross curricular.

HOW MUCH IS AVAILABLE?: A total of up to \$12,000 is available for mini-grants. There is no maximum or minimum award amount. The purpose is to benefit as many students at as many sites as possible. Proposals may be funded fully or partially at the discretion of the Awards Committee.

HOW ARE GRANTS AWARDED?: Mini-grants will be determined by an Awards Committee which is composed of one teacher representative from each of the six schools in the Mill Valley School District (selected by the staff of each school), one administrator (selected by the administrative council), and one parent (selected by the PTA Council). Kiddo! representatives may sit on the committee as non-voting members.

FUNDING CRITERIA: General mini-grant proposals should have a strong curricular justification and must include evidence of creativity and innovation. Grants can be used for materials, rentals, equipment, specialists and guest artists, among other things.

Please note:

- No portion of grant moneys can be used to supplement salaries for currently employed certificated teachers.
- Recipients who do not turn in grant evaluations may not be eligible for future grant awards.
- Recipients who do not use their grant funding may not apply for a mini-grant the following year, but may apply again in the future.

EVALUATION: Each successful grantee will be required to submit a final budget (including receipts) and an evaluation. Forms will be provided.

PUBLICITY: Recipients are required to acknowledge Kiddo! on any flyers or in any publicity generated or received concerning the project, and at any presentation.

<u>TIMELINE:</u>	Applications due:	Friday, October 15
	Awards Committee meets:	Thursday, November 4
	Notification of awards by:	Week of December 6

Projects may begin anytime after notification of awards and should be completed by June 2011.

Questions?: 389-7789 (phone), 389-7766 (fax), info@kiddo.org (email)

Kiddo!

2010-11 MINI-GRANT APPLICATION FORM

Please use paper clips - do not staple application.

If you have any questions or we can help in any way, please call Trisha Garlock or Kelly Cacic (389-7789).

Return to: **Kiddo!**
409 Sycamore Ave.
Mill Valley, CA 94941

APPLICANT(S): _____
(Please designate a chairperson if more than one applicant, or applying as a group.)

SCHOOL: _____ **PHONE:** _____

PROJECT TITLE: _____

DURATION OF PROJECT: From _____ To _____

AMOUNT REQUESTED: _____

GRADE LEVEL(S) AND NUMBER OF STUDENTS AFFECTED: _____

Briefly describe your project / request:
(Please include goals of the project, how goals will be achieved, and how the project fits into your teaching program.)

How does your idea meet the funding criteria?:
(Strong curricular justification and evidence of creativity and innovation.)

APPLICANT(S): _____ PROJECT TITLE: _____

Is there any ongoing benefit that would result from the project?:

To the students:

To the school:

How will you evaluate or assess this project?:

What other funding sources have you tried?:

(Do you have any existing or projected matching funds?)

In the event full funding is not available, would you accept partial funding?: yes_____ no_____

Itemized budget: *Be sure to get current costs and/or fees and include all shipping and taxes.
Please attach an additional sheet if you need more space.*

Item(s)	Supplier(s)/Source	Amount
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Signature of SITE Administrator

Signature of Applicant