



NSSEO Foundation, Inc.

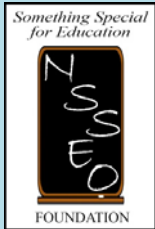
FY18 Mini-Grant Application

Applications due by September 29, 2017

The NSSEO Foundation Inc. is now accepting applications for Mini-Grants for the 2017-2018 School Year! Grants are open to NSSEO certified and licensed staff, or professional teams of which include Para-professionals, through September 29, 2017.

Guidelines

- Services must be provided to special education students served by NSSEO.
- Funding requests must be for project monies outside the normal program budget supports, and may not supplant existing budgetary items.
- The 2017-2018 Mini-Grant awards will be up to \$2,500 per project.
- The Foundation is always willing to consider larger grants on an individual basis. Please contact the Foundation for more information at foundation@nsseo.org.
- Project proposals may include reimbursement for after school supervision at the extra-duty hourly rate according to the NSSEA contract or at the ESP hourly rate according to the NSSEA-ESP contract. *
- Projects are encouraged to reflect the Foundation focus areas of activities that are an extension of the classroom curriculum, after-school programs/activities, and transition activities with a focus on partnerships. However, projects focusing on other ideas will be considered.
- Priority will be given to projects that reflect research based strategies and techniques.
- All projects must include a defined data collection process, and such data must be reported at the end of the project.
- A summary of project outcomes with photos must be submitted at the end of the project for a presentation to the NSSEO Governing Board, attendance may be required.
- Projects that were successful last year may be submitted again for continued support this year.
- Projects must be reviewed and approved by your program administrator.
- Recipients of a NSSEO Foundation mini-grant will be required to attend a mandatory meeting on the procedures for purchasing and tracking expenditures.
- **Mini-grant recipients will be asked to attend a Mini-Grant Orientation/Award Meeting on Tuesday, November 7th at 3:30 pm.**
- Please contact Julie Jilek if you have any questions regarding rates to build into your Mini-Grant proposal. Julie can be reached at jjilek@nsseo.org, phone number 847-463-8103.
- Project proposals for funding by the NSSEO Foundation Inc. are subject to committee review and approval of proposals is at the discretion of the committee.



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Mini-Grant Project Application

Project Title: _____

Applicant Name (s): _____

Total amount requested from the Foundation: _____

Building/Program: _____ Number of students served by the project: _____

Project participants understand that, if an award is granted, the attached description can be published and/or disseminated (with credit given to authors) so that the practice can be replicated by colleagues within NSSEO and its member districts. It is also understood that they agree to act as a resource and will be willing to give colleagues reasonable verbal and/or written information, if contacted, so that practices can be replicated by others.

Description of the project: Please include a detailed statement describing the proposed project, the needs of the students impacted, research based strategies and techniques and the anticipated outcomes of the project.

Timeline: Please list proposed beginning and ending dates for major activities, including data collection.

Evaluation: Please indicate process to be used for evaluating success of the proposed project.

Project Budget: Please itemize projected expenses and total project cost including amount requested from the Foundation.

Program administrator approval _____

Signature