



ABLE Mini Grants for Schools Program

WHAT IS THE PURPOSE?

The purpose of the ABL Mini Grants for Schools Program is to provide funds and support to teachers in participating school districts for school enrichment programs that focus on **career development, career exploration, and/or career readiness skills.** This program gives teachers the opportunity to bring new or expand existing programs in their classrooms that may have been limited due to lack of funds. This program will support and enhance student learning and achievement.

HOW DOES THE PROGRAM WORK?

Teachers, school counselors, district specialists, and administrators in the participating K-12 school districts, 501c3 non-profit educational institutions, and/or private schools may apply for funds up to \$500 for each enrichment program. Applicants must complete an application packet provided by ABL. Applications are due in September for the fall funding cycle and in January for the spring funding cycle. Awards will be given in October and February of each program year. Projects must be completed the same school year and the project must be student centered. All applications submitted are reviewed by an appointed mini grant sub-committee of the ABL membership. Mini grant sub-committee members will not be affiliated with participating K-12 school districts, 501c3 non-profit educational institution, and/or private schools. At the completion of the project all recipients must submit a one page evaluation. A member of ABL will serve as a liaison to the school for communication purposes if necessary. Funding allotments are subject to change and will be determined each school year based on available funds.

WHO IS ABL?

St. Charles County Alliance for Business, Learning, and Education (ABL) was created in collaboration with local business leaders and participating school district personnel to foster workforce readiness and educational programs for K-12 students in our community. A business and education partnership, ABL exists to empower young people by preparing them for the future they will inherit.



ABLE Mini Grants for Schools Program

2011-2012

Guidelines

The ABLÉ Mini Grant for Schools Program is funded by the ABLÉ organization through corporate sponsorships, fundraisers, and private donors. The amount awarded per school year will be based on available funds.

PURPOSE:

The goal of this program is to benefit K-12 students of the participating school districts through enrichment programs that focus on **career development, career awareness, and career readiness skills.**

ELIGIBILITY:

Current classroom teachers, school counselors, district specialists and administrators may apply. All applicants are limited to participating school districts, 501c3 non-profit educational organizations, and private schools. **(A participating school district, 501c3 non-profit educational organization, and private school are defined as: *having a representative attend the ABLÉ Foundation Committee meetings.*** All applications must be **student centered.**

APPLICATION:

- Complete the attached proposal form. Proposals must be typewritten and as complete, clear, and concise as possible.
- Clearly describe the project for which the funds are requested.
- Describe how this project will enhance student learning.
- Explain how this project will be monitored and the results evaluated.
- Identify how many students will be affected and/or involved.
- Complete the attached budget form. Include associated costs such as resource materials, books, equipment, and supplies.
- Complete and submit the attached evaluation form at the conclusion of the project.
- The application packet includes the cover page, the proposal, and the budget and must be submitted by the deadline.

CRITERIA FOR SELECTION:

Projects selected will:

- Directly benefit/involve students
- Improve students' achievement
- Encourage business/community involvement with students/schools
- Assess/improve curriculum or instructional effectiveness
- Be related to **career development, career exploration, and/or career readiness**

DEADLINE:

- Proposals are due no later than September 30th, 2011 for the fall funding cycle and no later than January 30th, 2012 for the spring funding cycle. Applications may be submitted through the ABLE website at www.stccable.org or they may be mailed to:

Tammie De Los Santos
St. Charles Community College
4601 Mid Rivers Mall Dr.
Cottleville, MO. 63376

CONTACT INFORMATION

For additional information on the ABLE Mini Grants for Schools Program or how to become involved in the ABLE organization, please contact Tammie De Los Santos at (636) 922-8342 or email: tdelossantos@stchas.edu.

CONDITIONS AND REQUIREMENTS

- Each recipient will be responsible at the conclusion of the project to complete the evaluation form and submit it by the end of the 2011-2012 school year.
- Should a recipient be unable to implement or complete an awarded project, the principal or other school administrator may designate a school representative to implement and/or complete the project.
- Materials and equipment funded by ABLE for the Mini Grants for Schools Program become the property of the awarded school district.
- All projects are to be carried out and completed during the 2011-2012 school year.
- The number of awards given is based on the availability of funds per school year.
- Awardees must submit and/or have on file with St. Charles Community College a W-9 per program year in order for a check to be awarded.



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Cover Page

This cover page must be attached as the first page of your application. Forms are available on the ABLE website at www.stccable.org or by contacting Tammie De Los Santos.

PROJECT TITLE _____

PROJECT SUMMARY _____

AMOUNT REQUESTED (not to exceed \$500.00) _____

PROJECT WILL BE COMPLETED BY THIS DATE _____

SCHOOL NAME _____ **PHONE** _____

SCHOOL ADDRESS _____ **ZIP** _____

APPLICANT'S NAME _____

POSITION _____ **GRADE LEVEL** _____

SIGNATURE OF APPLICANT _____

SIGNATURE OF PRINCIPAL _____

SIGNATURE OF DISTRICT ADMINISTRATOR _____



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2011-2012
Proposal

PROJECT DESCRIPTION: _____

HOW DOES THE PROJECT ENHANCE LEARNING: _____

STATE THE GOALS OF THE PROJECT: _____

HOW MANY STUDENTS WILL THIS IMPACT: _____

HOW IS BUSINESS AND/OR THE COMMUNITY INVOLVED (if applicable) _____



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2011-2012

Itemized Budget

ITEM	COST
	\$
TOTAL COST	\$



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Evaluation

HOW MANY STUDENTS PARTICIPATED IN THIS PROJECT: _____

WERE THE GOALS OF THE PROJECT MET? YES or NO If no, why? _____

LIST THE OUTCOMES/RESULTS OF THE PROJECT: _____

LIST OPPORTUNITIES FOR CONTINUED LEARNING BEYOND THE PROJECT COMPLETION DATE: _____

Please send completed form to Tammie De Los Santos at tdelossantos@stchas.edu within 60 days of program completion. Forms can also be mailed to: Tammie De Los Santos, St. Charles Community College, 4601 Mid Rivers Mall Dr. Cottleville, MO. 63376.