

2019 CFE SMALL GRANT APPLICATION INFORMATION

Applications Must Be Submitted Online By November 5, 2018

Eligibility: Applicants must be PreK-12th Chicago public school educators, working at any school that falls underneath the broadest CPS “umbrella”: neighborhood, charter, contract, magnet, turnaround, etc. Applicants must work directly with students at least 50% of the time, and can be classroom teachers, librarians, social workers, team leaders, technology coaches, etc. Applicants must meet state and local licensure requirements. If you have any questions regarding eligibility, please contact us at 312.670.2323 or CFE@CFEgrants.org.

Team Applicants: If applying as a Team, designate a Team Lead to complete a single application. Please note, however, that the application requires contact information for each individual member (*including name, address, email, and primary phone number*). Teams of up to 4 members are welcome.

Multiple Applications: Though teachers may submit more than one application, each teacher is eligible to receive only one grant (*either as an individual or as a member of a Small Grant Team*).

How to Apply:

- **Individual Applicants + Designated Team Lead Applicants:** Complete application questions 1-5, providing all requested information and answering articulately. Be as specific as possible with answers and define any education terminology used throughout the application. *Do not mention the name of your school or any identifying features of your school in your application. Doing so will result in scoring deductions during the application evaluation process.* Also, CFE recommends that applicants thoroughly proofread their applications – and have 1 to 2 friends/colleagues do the same – prior to submitting.
- **Social and Emotional Learning Bonus Applicants:** Complete SEL Bonus questions 1 and 2, in addition to the general application questions 1 through 5. If the SEL Bonus is awarded, you will receive an additional \$100 to spend on project-related expenses.
- **Team Applicants:** Teams comprised of 2 to 4 teachers are welcome to apply. Designate a Team Lead to complete the application and to serve as the primary contact for CFE. Contact information for each subsequent team member is required. *Note that ALL team members will be required to complete Final Reports at the end of the program cycle in June 2019.*

Application Questions:

1. Describe your proposed project and the key activities involved. Be specific about what this project will entail, and how your students will be engaged throughout implementation. *(1,500 characters maximum)*
2. Describe how the specific learning needs of your students will be addressed through this project. *(500 characters maximum)*
3. How will your proposed project align with Illinois Learning Standards (ILS) (*including Common Core State Standards (CCSS), SEL State Standards, and/or Next Generation Science Standards (NGSS)*)? *(750 characters maximum)*
4. What formal and informal tools do you anticipate using to evaluate the effectiveness of your project? How specifically do you expect your proposed project to impact student learning? *(1,000 characters maximum)*
5. Please explain why the specific materials and resources outlined in your budget are necessary to successfully carry out your proposed project. *(500 characters maximum)*