



Alum Rock Educational Foundation

AREF Grant Application FAQs

General Questions

Q: What is the application process?

A: *You must complete and submit the AREF Grant Application online. The application is available on the foundation's website at <http://www.alumrockef.org/grants.php>*

Q: When can I apply?

A: *Applications are accepted in December/January annually*

Q: Can I start the online application, save it, and return later to complete it?

A: *No. The application must be completed in one session. We recommend that you request the application question in order to prepare your responses so that you can cut and paste your answers onto the online application*

Q: Can I make changes to my application after I submit it?

A: *No. We recommend that you review your responses prior to submission.*

Q: We have several classes going on the same field trip and busses will cost \$1,500. Can multiple teachers apply for grants for the same field trip in order to secure the total funds needed?

A: *No. The foundation will award a maximum of \$500 per field trip at the same school, regardless of the number of classes attending, including Science Camp requests. This rule also applies to duplicate activities occurring at the same school. Contact the foundation if you require further clarification, or if you have specific questions.*

Q: Can I collaborate with other teachers to complete my application?

A: *We encourage collaboration, and teachers can submit a collaborative application. Collaborating does not affect the amount you can receive. Be cautious when collaborating on individual applications. Your responses should not be copied from another person's application, even if the project is similar. The foundation has a zero tolerance policy regarding plagiarism.*

Q: How will I know if my application was received?

A: *Within five business days of submission you will receive a confirmation email that includes a copy of your complete application.*

Q: When will I be notified of the decision?

A: *You will receive an email by February 1st.*

The foundation recommends having a colleague review your application prior to submission. We consider style, grammar and spelling in the evaluation process.

Proposal Narrative Questions

This section includes the proposal narrative questions with a sample answer to provide a better understanding of what the foundation expects in your responses. Your response should include all of the specifics requested within the question asked.

1. Project Narrative

A. Provide a brief statement about yourself and your current assignment.

Sample Answer:

I have been teaching for 14 years, and this is my 5th year in the Alum Rock district. I currently teach 5th grade and I have a degree in Environmental Education and a love for teaching science.

B. Program Description: Describe your project. Include specific activities, student assignments, and a timeline.

Sample Answer:

I want my students to have the opportunity to learn about local sea life and ecology in a fun, interactive environment by taking them on a field trip to the Monterey Bay Aquarium. Students will participate in an educational experience that includes pre- and post-activities that will incorporate lessons from the classroom with activities and research done during their trip.

In the week leading up to the trip, students will go on a virtual field trip through the aquarium's website. They will explore ideas and choose a topic they can research at the aquarium. Students will also practice note taking using sample sections of the journals they will complete on their trip.

While at the aquarium students will attend a multimedia presentation on cephalopods, experience hands-on encounters with local sea life, tour the museum's exhibits, and record their experiences in their journals. They will also gather the information specific to their chosen research topics.

Following the field trip, students will spend several days preparing summaries of their visit and research topic. They will share their learning experiences and research topic with their classmates via individual classroom presentations.

The activities and field trip will occur from January 26 through February 13, 2015.

C. Goals and Objectives: Describe your project's goals and objectives (include both short and long term goals). What are your anticipated outcomes?

Sample Answer:

Our overall goal is for students to understand the California science standards in a tangible way. In the short term, students are expected to gain a greater understanding of the Physical and Life Science standards through real-world examples and hands-on learning at Science Camp. The long term goal is for students to be drawn to STEM-based careers as a result of their field trip experiences and subsequent science lessons in the classroom. We anticipate that our students will be more successful when tested on the 5th grade science assessment at the end of the year.

2. Student Impact

How many students will your project serve? Describe how your project will benefit students. Connect the project activities to the specific Common Core Standards that will be addressed.

Sample Answer:

This project will serve 21 second grade students. This project will benefit the students because they will get small group guided reading practice on skills such as phonics, fluency, reading and reading comprehension, with books at their specific reading level. They will also benefit from practicing speaking and listening skills within their small groups.

Activities – Common Core Standards

Character development – CCSS.ELA-LITERACY.RL.2.6

Story structure – CCSS.ELA-LITERACY.RL.2.5

Participating in conversations – CCSS.ELA-LITERACY.SL.2.1

Recounting and describing key ideas – CCSS.ELA-LITERACY.SL.2.2

Asking and answering questions to clarify – CCSS.ELA-LITERACY.SL.2.3

Building conversations by linking comments – CCSS.ELA-LITERACY.SL.2.1.B

3. Evaluation

Describe how you will evaluate your project. How will you determine if your goals are met? How will you measure your success? What will you do with the results?

Sample Answer:

A combination of informal and formal assessments will be used including: quizzes administered by the field instructors, reflective journals completed throughout the trip, pre- and post-trip exams, and a student survey. Success and efficacy of the program will be measured using progress made between pre-and post-assessments, anecdotal evidence from field instructors, feedback on student progress from staff, and test scores following the trip. The results will be used to inform pre-trip conversations with leaders and teachers of future trips, and to help influence future instruction at camp. Finally, feedback and results will help us guide students to further pursue their specific science-based interests.

4. Project Budget

A. Total Project Budget \$ 541

The total cost of the overall project.

B. List projected Revenues (include donated materials)

List the amount and sources of secured and anticipated funds.

AREF Grant (projected) - \$500

Science Budget (secured) - \$50

Total Revenue: \$550

6 plastic bins donated to store the kits.

C. List projected Expenses

List the specific expenses related to your project, including those covered by other funding sources.

Vertebrate Anatomy Kits – 3 at \$95 each = \$285

Dissection Kits – 8 at \$17 each = \$136

Water Quality Monitoring Kit – 3 at \$40 each = \$120

Total Expenses: \$541