

APSF Innovation Grant Application

Aurora Public Schools Foundation

Project/Proposal Name*

Character Limit: 200

Title/Position*

Character Limit: 200

Phone number

Character Limit: 50

Length of Employment at APS*

Character Limit: 200

School/Department*

Character Limit: 200

School/Department Address*

Character Limit: 200

School/Department Oracle Account Number*

Please add the Oracle account number for ease of transferring funds, in the event that you are awarded grant dollars. (It is important to give us the correct number - we will double check with grantees before transferring, but it will be the grantee's responsibility to figure out any errors that occur with money transfers if the account number is incorrect.) You may need to work with your school's or department's secretary, clerk or accountant to obtain this. Typically this is a Fund 23 account number.

Character Limit: 100

School Principal or Department Supervisor (Full Name and email)*

Character Limit: 250

Is the proposal or project for a new initiative, or adding to something that already exists?*

Choices

This is a new program or initiative

This will continue/expand on something that already exists

Other

Grade Level(s) of students who will benefit from this project*

Character Limit: 250

Estimated number of student impacted for the duration of the project (up to 1 year)*

Character Limit: 250

Estimated number of students impacted over a 3-year period*

Character Limit: 250

Grant amount requested*

Character Limit: 250

Provide a short description of your proposal (up to 75 words)*

Character Limit: 75

Detailed description of your proposal*

This description should include:

- Need(s) addressed
- Your specific objectives and goals
- Which of the strategic priorities of APS does your project fit into?
- How does your project enrich, inspire and/or create?

Character Limit: 10000 | File Size Limit: 8 MB

What is your intended timeline for this project?*

Character Limit: 250

Student Achievement*

Describe how your proposal will increase student achievement and/or help close the achievement gap for under-performing students.

Character Limit: 250

Student Participants*

Describe the student participants who will benefit from this grant, including:

- The type of student who will benefit most
- The percentage of students considered "at-risk"
- The length of time the project will be part of the students' learning activities

Character Limit: 250

Current Funding Needs*

What other funding sources have been explored or exhausted, if any? Include background information on limitations of the school budget and parent/community fundraising capabilities.

Character Limit: 250

Budget*

Be specific - itemize exactly how the funds will be used. List each item or service to be purchased to support the project. Include the total cost, which should correspond to the amount requested above. (You may also upload a spreadsheet or other budget document here.)

Character Limit: 10000 | File Size Limit: 10 MB

Future Funding Needs*

Are funds necessary for the continuation of your proposal beyond the first year? If so, please describe your plans for subsequent years of funding your project.

Character Limit: 250

If you only receive partial funding now, how will this project proceed?*

Character Limit: 250

Approval/Endorsement - Please read carefully!*

Enter the email address (in the space at the bottom of this question, and in the tiers below it as needed) of the individual from whom you are requesting an endorsement for your application. As a reminder:

Grants are required to have endorsement of APS leadership, in the following tiers:

- **Tier 1- Grant requests between \$1-1,000** – require endorsement of Principal or Department Manager
- **Tier 2 - Grant requests between \$1,001 - \$5,000** – require endorsement of Principal or Department Manager AND Division's Chief Officer
- **Tier 3 - Grant requests between \$5,001 - \$7500** – require endorsement of Principal or Department Manager AND Division's Chief Officer AND Superintendent's Office (supt@aurorak12.org)

Below this question you will see "Administration Endorsement Email." Click the down arrow, enter your approver's email (you must do this to match all email tiers) and click "compose email" on the right side. An email box will pop up, and you will need to compose a short email to your endorser(s). Here is an example of a message you can use, or you can compose your own:

"Hello! I am applying for a grant through the Aurora Public Schools Foundation for [\$xxx] to fund [name of program/proposal]. I am writing today to request that you please endorse my application. You will receive another email from the APS Foundation through the grants portal - THAT is the email you need to reply to in order to endorse my application. It will automatically reply to apsfoundation@aurorak12.org. Note that my application will not be complete until the endorsement form has been received, so I appreciate your timeliness in this matter. Thank you for your support and please let me know if you have any questions." [sign your name]

Your approvers will receive an email from the APS Foundation with instructions to approve your grant application, along with the email that you compose below. Please note that any of your approvers would like to see your application, they are welcome to ask for it and we will download it in PDF form to send to them. Your application will be reviewed once your endorsement(s) has been received by the APS Foundation.

Character Limit: 254

Tier 2 approver email address

Enter the second email of the approver here if you are applying for a Tier 2 grant.

Character Limit: 254

Tier 3 approver email address

Enter the third email of the approver here if you are applying for a Tier 3 grant. Use supt@aurorak12.org for this approval.

Character Limit: 254

Administration Endorsement Email (Tier 1)

Tier 1 Approver Email Address*

Character Limit: 254

Administration Endorsement Email (Tier 2)

Tier 2 Approver Email Address

Character Limit: 254

Administration Endorsement Email (Tier 3)

Tier 3 Approver Email Address

Character Limit: 254