2023-2024 LEF Grant Application

Ladue Education Foundation

INSTRUCTIONS

Welcome to the LEF Grant Application process. Complete all required questions and optional questions, when applicable. This is your opportunity to provide detailed information about your grant idea which will be used by LEF Allocations Committee to decide if your idea will be funded. For questions and technical support, click HERE to email the LEF Allocations Chairperson.

Next Steps:

- Answer all questions in the application sections. The system allows you to save your information while you are working.
- Download your finalized application to provide to your school administrator for review by email or paper. To download, click on the "Application Packet" button at the top right hand side of your screen.
- Complete the "Paragraph Of Support From Your Administrator" section at the bottom of the online form. They will be sent an email review questionnaire. The administrator review must be completed by the application deadline.
- "Submit" your application.
- Check your LEF Dashboard to see the status of your administrator's review. The status is displayed as "Third Parties". Contact your administrator, if need be.

APPLICANT INFORMATION

Project Name*
Provide a name for your project.

Character Limit: 100

Applicant Position within the Ladue School District*
Enter your current position at the Ladue School District (for primary application).

Character Limit: 50

Additional Applicants (if applicable)

Please add name, work location, position and contact information for any co-authors associated with this application.
Example: Sample, Jane; Administrative Center, Director, Jane@fakeemail.com

Character Limit: 500

GRANT APPLICATION - Project Detailed Description

Phase 2: Brief Project Description*

Provide a one to two sentence summary of your project. Please make it descriptive enough so it conveys the goal of the project. Think of this as your "sales pitch." (Should your grant get funded, this description could be used in marketing materials.)

Character Limit: 400

Phase 2: Project Objectives*

Summarize the objectives you hope to achieve with this project.

Character Limit: 5000

Phase 2: Target Audience*

Describe the target audience and explain the expected impact on this group.

Character Limit: 3000

Phase 2: Activities Planned*

Please describe the activities planned for this project. Be specific. Include activity, timetable, location, and timing examples (before, during, after school), etc. Example: Every 2nd grade student will work on an addition or subtraction math fact worksheet for 10 minutes at the beginning of first period, each day. (Attach a worksheet or activity example in the file upload section of the application, if possible.)

Character Limit: 5000

Phase 2: New Activity*

If a new activity is being added, please discuss if it will be replacing an existing activity. Otherwise, enter N/A.

Character Limit: 1000

Phase 2: Measurement Tool*

Will you be using any of the following tools to track success?

Choices

Not using a measurement tool
Teacher Created Assessment
Student Survey
Teacher Survey

Academic Data
Discipline Data
Attendance Data
Benchmark Data (F&P, NWEA, Fastbridge, Map, EOC, etc.)
Common Assessments (Math & English)
Other

Phase 2: Measurement Tool - OTHER

If you chose "other" as a measurement tool, please provide a description of the tool.

Character Limit: 200

Phase 2: Project Success

If you are NOT using a measurement tool listed above, please explain how you plan to gauge the success of your project.

Character Limit: 1000

Phase 2: Advance Mission*

Part of the LEF's mission is to go Above and Beyond to advance the academic and enrichment opportunities for student and staff success. How does your idea support our mission? Click HERE to read the full mission.

Character Limit: 500

Phase 2: Expansion*

Can this project be expanded to other areas or grades? Check which best applies to your project.

Choices
One time event/experience
My classroom only
My grade for my building
My grade district wide
All elementary grades
Fifth Grade Center
Middle School
High School
My Department
Across the departments

Phase 2: Expansion Comment

List any comments you have regarding the expandability of your project.

Character Limit: 300

Phase 2: Curriculum Alignment*

Explain how this project aligns with district curriculum.

Character Limit: 300

Phase 2: Business Partnerships

If applicable, are you aware of any business or community partnership opportunities that could be integrated with your project? IE: Monsanto enhancing our Robotics program by providing resources as well as engineers as mentors for our robotics F.I.R.S.T students.

Character Limit: 500

Phase 2: Project Narrative

OPTIONAL: Please provide any additional details about your project that you would like us to know that was not included in your answers to the previous questions.

Character Limit: 2500

GRANT APPLICATION - Project Duration

Phase 2: Start Date*

Should your project get funded, what is the expected implementation or start date of your project? This should be the date that students or staff begin to be impacted.

Character Limit: 10

Phase 2: Project Duration*

From the start date, how many years do you expect this project to last? If your project is a one time event or less than one year, enter 1.

Character Limit: 250

Phase 2: Project Duration Comment

If you have any additional comments about project duration, please enter them here.

Character Limit: 300

GRANT APPLICATION - Project Focus Questions

Phase 2: Grant Type*

Which type(s) best describes your grant?

Choices

Curriculum Improvement
Enrichment
Remediation
Club Activity
Professional Development
Other

Phase 2: Grant Type - OTHER

If you chose "other" as a grant type, provide a description of the grant type.

Character Limit: 100

Phase 2: Curriculum Area*

What curriculum area(s) would your project impact? (Check all that apply)

Choices
Art
Business/Marketing
Character Education
Counseling
Diversity, Equity and Inclusion
Drama
Engineering
English Language Arts
FACS
Industrial Technology
Library
Mathematics
Modern Language
Music
Physical Education/Health
Reading
Science
Social Emotional Development
Social Studies
Special Education
Technology
TV Studio
Other

Phase 2: Curriculum Area - OTHER

If you chose "other" as a curriculum area in the previous question, please provide a description of the area.

Character Limit: 100

Phase 2: Achievement Focus*

Check which best describes the student achievement level focus of the project.

Choices
All achievement levels
Intervention
On grade level
Gifted
Staff focus
Parent focus
Other

Phase 2: Achievement Focus - OTHER

If you chose "other" as an achievement focus, please provide a description of the focus area.

Character Limit: 100

Phase 2: Target Skill*

Which best describes the skill(s) on which you are focusing with this project. (Check all that apply)

Choices

Arts
Behavioral/Emotional
Business
College & Career Readiness
Communication
Content Area
Creative Thinking
Differentiation
Diversity Equity and Inclusion (DEI)
Leadership
Memory
Organizational
STEM
Other

Phase 2: Target Skill - OTHER

If you chose "other" as a target skill, please provide a description of the target skill.

Character Limit: 100

GRANT APPLICATION - Total Project Impact Questions

Phase 2: School Impact - Project*

What schools or areas do you expect will be impacted by this project?

Choices

Ladue Early Childhood Center
Conway Elementary
Old Bonhomme Elementary
Reed Elementary
Spoede Elementary
Ladue Fifth Grade Center
Ladue Middle School
Ladue Horton Watkins High School
Ladue Administrative Center
Special School District

Phase 2: Staff Impact - Project*

How many staff members do you ESTIMATE to be impacted for the duration of the project? If the same staff member is impacted for multiple years, count them once for each year.

Character Limit: 250

Phase 2: Student Impact - Project*

How many students do you ESTIMATE to be impacted for the duration of the project? If the same student is impacted multiple years, count them once for each year.

Character Limit: 250

Phase 2: Grade Impact - Project*

Please check all applicable boxes for those impacted by your project: student grades, teachers, staff, parents.

Choices

Toddlers
Preschool
Pre-K
K
1
2
3
4
5
6
7
8
9
10
11
12
Teachers
Staff
Parents

GRANT APPLICATION - Current School Year Impact Questions

In this section, we are gathering projected student and teacher impact data for 2023-2024.

Phase 2: Current School Year*

Please select the current school year for which you are creating this application.

Choices

2023-2024

Phase 2: Staff Impact - Current School Year*

How many staff members do you ESTIMATE to be impacted by your project during the current school year?

Character Limit: 250

Phase 2: Student Impact - Current School Year*

How many students do you ESTIMATE to be impacted by your project during the current school year?

Character Limit: 250

Phase 2: Impact Comment - Current School Year

List any additional comments you have regarding the impact to the students, staff, parents or schools for the current school year. (optional)

Character Limit: 500

GRANT APPLICATION- Purchase/Budget Questions

Phase 2: Money Requested*

Enter the dollar amount you would need from the LEF for this project. If you have a range, please include the highest amount here and then note the range in the budget section.

Character Limit: 20

Phase 2: Other Monies

Enter the total dollar amount you will receive from donors, other than LEF. For example; Parent Associations, corporate grants, other grants, etc.

Character Limit: 20

Phase 2: Other Money or Support Comment

List and describe any monetary funding or in kind support you will receive from other sources besides the LEF.   Include organization name and amount.

Character Limit: 1000

Phase 2: Project Budget*

Enter your project budget. Include a breakout and description of all materials/expenses. Have a section for one time expenses and a section for ongoing or recurring expenses. (At the end of this application, there is a section for supporting documentation if you'd like to attach a budget document.)

Character Limit: 8000

Phase 2: Useful Life*

If you are purchasing physical item(s) that are intended to be used multiple years, provide an ESTIMATE of the useful life of the item(s). For example, if you are hoping to purchase a 3D

Printer, how many years will it be able to be used before it needs to be replaced or is obsolete? If this question does not apply your application, enter "Not applicable".

Character Limit: 300

Phase 2: Sustainability*

If your project is one that could continue long term, do you have plans on how to sustain it, should it need additional funding? For example, replenishing supplies, annual licensing fees, etc.

Character Limit: 500

GRANT APPLICATION - Supporting Documentation

Phase 2: File Upload-1

If you have a supporting document you would like to include, upload it here.

File Size Limit: 5 MB

Phase 2: File Upload-1 Comment

If necessary, provide any information regarding the file upload.

Character Limit: 300

Phase 2: File Upload-2

If you have a supporting document you would like to include, upload it here.

File Size Limit: 5 MB

Phase 2: File Upload-2 Comment

If necessary, provide any information regarding the file upload.

Character Limit: 300

Phase 2: Website Link-1

If you have a website you'd like to link to with supporting information, enter it here.

Character Limit: 2000

Phase 2: Website Link-1 Comment

If necessary, provide any information regarding your website link.

Character Limit: 300

Phase 2: Website Link-2

If you have a second website you'd like to link to with supporting information, enter it here.

Character Limit: 2000

Phase 2: Website Link-2 Comment

If necessary, provide any information regarding your website link.

Character Limit: 300

Phase 2: Website Link-3

If you have a third website you'd like to link to with supporting information, enter it here.

Character Limit: 2000

Phase 2: Website Link-3 Comment

If necessary, provide any information regarding your website link.

Character Limit: 300

Phase 2: Process Comments

Did this application seem clear and easy to complete? Please let us know if you have any suggestions or feedback so we can make improvements!

Character Limit: 500

Paragraph of Support from Your Administrator (Required)

Principal's or Director's Email*

Complete this section after your application is finalized

Every grant application requires approval from the school administrator. Enter the email address of the administrator for which a Review/"paragraph of support" questionnaire will be sent regarding your grant application. Your grant application **cannot** be considered by the LEF Allocations Committee for funding until the administrator completes the questionnaire. **Download and email or print a copy of the application for your administrator's review.** He/she is unable to view your application online.

You will be prompted to complete an email to send to your administrator. Following is some possible text for your email.

Dear "administrator's name", I have submitted an LEF Grant application for my project "X". The application requires a review/paragraph of support, from the school administrator. You will be receiving an email with a link to a questionnaire. Once completed, my application can be considered for funding. Sincerely, "X"

Character Limit: 254