



# Kiwanis Bennett Memorial Trust Teacher Innovation Award 2019-2020

**APPLICATION DEADLINE: FRIDAY, MAY 13, 2019**

Please **print** answers **clearly** in ink

PROJECT TITLE		AMOUNT REQUESTED (up to \$5,000)	
APPLICANT FULL NAME		PHONE NUMBER	EMAIL
SCHOOL NAME	POSITION/TITLE	GRADE LEVEL	SUBJECT (IF APPLICABLE)
APPLICANT'S SIGNATURE			DATE SIGNED
CO-APPLICANT FULL NAME		PHONE NUMBER	EMAIL
CO-APPLICANT POSITION/TITLE		GRADE LEVEL	SUBJECT (IF APPLICABLE)
CO-APPLICANT'S SIGNATURE			DATE SIGNED
SUPERVISOR/BUILDING ADMINISTRATOR FULL NAME		SIGNATURE OF SUPERVISOR/BUILDING ADMINISTRATOR	DATE SIGNED

## KIWANIS BENNETT MEMORIAL TRUST TEACHER INNOVATION AWARD APPLICATION

Please type your answers and attach to this application

- 1. Project Overview** (a brief description of the project, not to exceed one-half page).
- 2. Project Narrative** (not to exceed two pages).
  - Describe the overall need this project seeks to address (big picture concept)
  - Discuss how the request relates to the Bremerton School District's Mission, Vision, Beliefs, the Strategic Plan and/or your school's institutional effectiveness plan or initiative.
  - What are the expected outcome(s)/impact of your project? Outcomes must include:
    - \*Number of students impacted by the project
    - \*Your ability to sustain and replication the project after the initial funding, if needed.
  - Will additional funds, resources or community members be involved in the project?
    - \*What other funding and resources are available and how will they be used?
    - \*If additional funds are needed, what have you done to secure them and where will they come from?
  - If this request is funded, briefly describe how you will give recognition to the Kiwanis Bennett Memorial for supporting this project/program? (*This will help us achieve the Kiwanis goal of increasing our visibility within the community*).
- 3. Total Budget for the Project** (to include all estimated expenses; sources of funding requested and/or received).

## KIWANIS BENNETT MEMORIAL TRUST TEACHER INNOVATION AWARD PROGRAM

The Kiwanis Bennett Memorial Trust *Teacher Innovation Award* program provides funds for a wide variety of activities that contribute to the quality of the educational programs and services within the Bremerton School District. Funds are available to enrich academic experiences, develop professional skills, attend seminars and conferences, purchase equipment, fund field trips and other worthwhile projects that will enhance student learning.

### TYPES OF ACTIVITIES

*Teacher Innovation Awards* provide money for:

- Speakers/consultants for department meetings, classes or assemblies.
- Limited funds for educator tuition and travel for workshops, conferences, or special courses that expand knowledge of a subject area, technical skills, or awareness if directly related to supporting or enhancing students educational outcomes/achievement.
- Supplies to enhance program support for students.
- Program outreach efforts into the community.
- Equipment purchases and/or transportation to enhance student programs.
- Projects that support vertical teaming and/or cross-disciplinary collaboration.

### ELIGIBILITY

All Bremerton School District certificated instructional staff are eligible to apply for an award. One award recipient will be chosen from each category: elementary school, middle school and high school.

### AWARD AMOUNTS

Finalists in each category will be chosen by the Bennett Memorial Trust Teacher Innovation Awards Committee. Finalists will be notified by June 14<sup>th</sup>. Invited finalists will make a brief presentation to the Award Committee on June 20<sup>th</sup> (time and location to be determined). Award recipients will be invited to attend a general membership lunch meeting with the Kiwanis Club of Bremerton on June 27<sup>st</sup> from 12:30pm-1:30pm.

All funds must be used within the allocated time frame, unless written permission is obtained from the Kiwanis Bennett Memorial Trust Board. Each award recipient will receive full funding of their project proposal up to \$5,000.

Bennett Memorial Trust Teacher Innovation Awards are determined one time per year and take into consideration the other submitted requests, as well as funds available. The Teacher Innovation Awards program should not be considered an ongoing source of program support nor to fund any portion of staff salaries.

### TIMELINE

APPLICATION DEADLINE	AWARD COMMITTEE PRESENTATION DATE (Time/location TBD)	AWARD ANNOUNCEMENT DATE ( <i>Kiwanis of Bremerton general membership lunch meeting</i> )	FUNDS TO BE USED
Monday, May 13 <sup>th</sup> 2019	Tuesday, June 20 <sup>th</sup> , 2019	Thursday, June 27 <sup>th</sup> , 2019	July 1 <sup>st</sup> , 2019 through June 30 <sup>th</sup> , 2020

## KIWANIS BENNETT MEMORIAL TRUST TEACHER INNOVATION AWARD APPLICATION PROCESS

1. Applicants must complete a Kiwanis Bennett Memorial Trust Teacher Innovation Award application to request funds, including the signature of their building supervisor or administrator.
2. Applicants must submit their approved application to the Kiwanis Club of Bremerton at PO Box 12, Bremerton, WA 98337 **postmarked prior to 5pm on the designated application deadline** for the granting period. Applications received after the deadline will not be considered.
3. A committee, consisting of at least three members of the Kiwanis Bennett Memorial Trust Teacher Innovation Award committee will review each application and select the proposals to be funded. In the course of its consideration, the committee may ask applicants to explain or clarify aspects of their proposals. The committee will also consider the quality of the proposal in its decision. The committee will also consult with the District for approval of the projects submitted.
4. The committee will report the awards to the Kiwanis Bennett Memorial Trust Board, the Kiwanis Club of Bremerton general membership, the Bremerton School District, as well as the Bremerton community at large.
5. All successful applicants must provide a written evaluation and documentation of the expenditures of the funded project upon completion. Some applicants may be asked to provide a presentation to the Kiwanis Club of Bremerton upon completion of the funded project. ***If the funded project ends up with unspent funds a written request must be submitted to the award committee seeking permission to reallocate unspent funds or funds can be returned to the Kiwanis Bennett Memorial Trust Fund.*** An additional written evaluation and documentation of expenditures will be required if request to spend unspent funds is approved.
6. When reapplying to sustain and/or repeat a project, applicants should include information on how previous Teacher Innovation Awards benefited their program. Only those applicants and/or projects with completed written evaluation(s) will be considered for repeat funding.