



*Riverside Educational  
Enrichment Foundation*

*Enhancing Education, Promoting Excellence*

## FOR TEACHERS, STUDENTS AND STAFF

The Teaching Enrichment Grant Program supports teachers, students and staff in the Riverside Unified School District in developing enriching experiences and promoting excellence in their classrooms and schools.

### IMPORTANT DATES:

Applications Due	September 13, 2019
Recipients Notified	October 7, 2019
Final Evaluation Due	May 30, 2020

## GUIDELINES FOR THE 2019/2020 APPLICATION

### PROJECT DESCRIPTION

Please attach your answers to the following questions. Be brief and concise. Please use 12 point type. Total written response should not exceed two (2) 8.5 x 11 pages. See attached rubric for scoring criteria.

#### I. ABSTRACT:

- a. In a brief paragraph, summarize your teaching enrichment project.

#### II. NARRATIVE:

- a. What need does your project address? What are the goals & anticipated educational outcomes?
- b. What methods and activities will you use?
- c. Which Standards & Benchmarks are supported by your project? (Be specific.)
- d. How will you evaluate the effectiveness of your teaching enrichment project?
- e. How will parents and the community be involved?
- f. If you receive a grant, what, specifically, will you do to publicize and promote REEF?

#### III. TIMELINE:

- a. What is the timeline for your project?

#### IV. BUDGET:

- a. **Itemize your list of project costs.** Please list other sources or in-kind contributions, if applicable. NOTE: Bus transportation and substitute teacher costs will not be considered for grant funding. NOTE: Funds to purchase technology hardware, such as, iPads, computers, projectors, document cameras are considered “base program” and will not be considered for funding.



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## REEF MISSION

The Riverside Educational Enrichment Foundation, a non-profit organization, provides enriching educational opportunities for the students of the Riverside Unified School District. By creating and expanding community partnerships, we are able to fund teacher grants in science, language arts, math, social studies, physical education and the visual and performing arts.

## THE BONNIE G. POLIS & CARPENTER TEACHING ENRICHMENT GRANTS PROGRAMS

Educators and students have a wealth of ideas on how to enrich learning experiences thus reaching more students and improving achievement. The Bonnie G. Polis & Carpenter Teaching Enrichment Grants Programs are intended to support teachers and students throughout RUSD. We award funds to creative teachers, students and staff so they can see their ideas become a reality.

## WHO MAY APPLY

Teachers, students, and staff of the Riverside Unified School District may apply for grant funds.

## GRANT FUNDING

The Riverside Educational Enrichment Foundation will award grants of up to \$1,000 for an individual teacher and up to \$3,000 for grade-level teacher teams or school-wide programs. Cost-effective proposals are favored.

## APPLICATION DUE DATE

All applications are due by 4:00 p.m., Friday, September 13, 2019. Grant recipients will be notified by October 7, 2019 via email.

## MAIL APPLICATIONS TO

Riverside Educational Enrichment Foundation  
Attention: Grant Selection Committee  
3380 Fourteenth Street  
Riverside, California 92501

## FOR MORE INFORMATION

- Visit the reef website [reef4rusd.org](http://reef4rusd.org)
- "Like" REEF at Facebook.com
- Contact Sandra Ramirez @ 951-312-4031 or [reef4rusd@gmail.com](mailto:reef4rusd@gmail.com)

## PROPOSAL GUIDELINES

Only projects with standards-based educational content will be considered.

- Proposals must benefit the students of Riverside Unified School District.
- Projects promoting effective practices focused on increasing student achievement will be given priority.
- Parent and/or community involvement will strengthen a proposal.
- Proposals with potential impact beyond the initial grant period will be favored.
- The goals of the proposal must be consistent with the goals of the District's instructional program.
- Grants may be used to purchase equipment ONLY when these are components of a larger project.
- Proposals for funds to purchase technology hardware such as: iPads, computers, document cameras or projectors are considered "base program", therefore proposals for funds to purchase these items will not be considered for funding.
- Grant funds must supplement, not replace, state or local funds.

Proposals MUST be typed and received by the grant deadline to be considered. The application is accessible online: [reef4rusd.org](http://reef4rusd.org)

- If a teacher's position or school changes, notify the REEF Board of Directors so that the individual grant may be reviewed for implementation purposes.
- **Submit 5 copies of the application/proposal including cover page.**
- Duplicate grants submitted by different teachers will not be accepted. If teachers are working together on a grant, it must be on the same application.

## OTHER INFORMATION

- Grant proposals may be partially funded
- A written evaluation (with photographs) is required of all grant recipients following completion of the funded programs. Copies of receipts must be included with final evaluation, to be submitted no later than May 30, 2019.
- Any remaining balance in a funded grant may be used for classroom supplies at the discretion of the teacher and site principal.



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ALL APPLICATIONS MUST BE TYPED and must be received by the grant deadline: September 13, 2019. Please submit 5 copies of the completed application with a copy of this cover sheet on each. If 5 copies are not submitted, the application will not be considered. Applications placed in folders will not be accepted. Staple each application separately and paperclip or rubber band the 5 copies together.

Please check the box next to the category your grant falls under:

- Grant involves performing arts, music, theater, or visual arts
- Grant does NOT involve performing arts, music, theater, or visual arts

### FOR INDIVIDUAL TEACHER:

Project Title \_\_\_\_\_

School \_\_\_\_\_

Applicant Name \_\_\_\_\_

Grade(s) \_\_\_\_\_ Subject Area \_\_\_\_\_

Will funds benefit students outside of RUSD? Yes  No  If yes, please explain \_\_\_\_\_

Number of students impacted this fiscal year \_\_\_\_\_ Total amount requested \$ \_\_\_\_\_

(not to exceed \$1,000)

### FOR GRADE-LEVEL TEACHER TEAMS OR SCHOOL-WIDE PROGRAMS:

Project Title \_\_\_\_\_

School \_\_\_\_\_

Applicant Name \_\_\_\_\_

Grade(s) \_\_\_\_\_ Subject Area \_\_\_\_\_

Will funds benefit students outside of RUSD? Yes  No  If yes, please explain \_\_\_\_\_

Number of students impacted this fiscal year \_\_\_\_\_ Total amount requested \$ \_\_\_\_\_

(not to exceed \$3,000)

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
E-Mail Address (please write clearly)

\_\_\_\_\_  
Date Submitted

\_\_\_\_\_  
Telephone Number (work)

MAIL APPLICATIONS TO  
Riverside Educational Enrichment Foundation  
Attention: Grant Selection Committee  
3380 Fourteenth Street  
Riverside, California 92501

**Due: Friday, September 13, 2019 no later than 4:00pm**

*Grant Considerations: Recipients must submit a written evaluation on completion of the project, no later than May 30, 2020.*

