



## ADMN5033 - School Business Management

Write a grant/fundraising proposal requesting funds to meet one campus goal. The final grant that you choose to write should meet all guidelines and specifications of the organization or foundation that you plan to submit to. Ultimately, I would like you to submit this as an assignment and to the funding source of your choice. You may get funded! Items that must be included in the grant are a plan of action for improving the area of greatest concern on your campus, a measurable goal, a timeline, amount of funds requested, an itemized budget, responsible persons, grant team, and at least one of the concepts addressed in the assigned readings.

Element	Levels of Performance		
1. <span style="font-size: 8.5pt; font-family: Verdana;">Identify greatest area of need and campus goal.</span>	<b>__Target(3)</b> Student Needs Assessment can be used for actual program improvement or grant justification.	<b>__Acceptable(2)</b> Students demonstrate ability to develop data supported needs assessment.	<b>__Unacceptable(0-1)</b> Students fail to demonstrate ability to develop data supported needs assessment.
	_____ _____ _____		
2. Conduct an environmental scan to see what grants are available that will meet your campus needs, more specifically your number one problem area (Assignment 2). Here are a few examples: - School Grants: <a href="http://www.schoolgrants.org/">http://www.schoolgrants.org/</a> - Charles Stewart Mott Foundation <a href="http://www.mott.org/">http://www.mott.org/</a> - J.C.Penney	<b>__Target(3)</b> Student Needs Assessment can be used for actual program improvement or grant justification.	<b>__Acceptable(2)</b> Students demonstrate ability to develop data supported needs assessment.	<b>__Unacceptable(0-1)</b> Students fail to demonstrate ability to develop data supported needs assessment.
	_____ _____ _____		

<p>After-school Fund  <a href="http://www.jcpenney.net/company/companyrel/index.htm">http://www.jcpenney.net/company/companyrel/index.htm</a> - National 4-H Council  <a href="http://www.fourhcouncil.edu/GrantsProgram.aspx">http://www.fourhcouncil.edu/GrantsProgram.aspx</a> -Dollar General Literacy Grant  <a href="http://www.dollargeneral.com/community/dgliteracy.aspx">http://www.dollargeneral.com/community/dgliteracy.aspx</a></p>	<hr/> <hr/> <hr/>		
<p>3. <p>Most foundations or other grant making entities require that grant writers follow a prescribed format on institution or school district letter head. Otherwise the grant proposal probably will not be reviewed.</p></p>	<p>__Target(3)  <p>Foundation required format followed and printed on school district letter head</p></p>	<p>__Acceptable(2)  <p>Follows the foundation required format.</p></p>	<p>__Unacceptable(0-1)  <p><span style="font-size: 12pt; font-family: 'Times New Roman';">Fails to follow prescribed foundation format.</span></p></p>
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