

# **Arts Teacher Incentive Grants 2006**

## **Arts Council of Hillsborough County**

A program designed to provide moderate support for arts teachers to enable them to implement projects in their schools or for their professional development.

### **Goals and Objectives**

To support arts education projects which traditional sources do not fund due to narrow guidelines or limited resources; or, for special unanticipated project expenses that occur during the year.

To encourage teachers to seek professional growth opportunities through attendance at seminars, workshops, institutes and conferences within the United States.

### **Grant Period and Amount**

Requests for funding can be made anytime between October 1, 2005 through May 12, 2006 with no specific deadline for application. Funds must be expended by September 15, 2006.

In order to be considered for an award, the two-page application form must be completed and the required support materials attached. Funding will be available throughout the year until such time as funds for the program are expended.

Requests may be for any amount not to exceed \$500.

### **Eligibility**

Applicants must be **full-time** teachers of art, music, theatre or dance in the Hillsborough County School System. **A teacher can be awarded a grant only once every 2 years.**

### **How to Apply**

1. Complete the application form -- print clearly or type. Page 2 of the application form may be recreated on a computer. Type size on page 2 must be 10pt or larger
2. Attached the required support materials.

For classroom or schools projects: **a letter of support from the principal of the school.** These projects must occur during the 2005-2006 school year.

For tuition/travel: an original or a copy of the conference/workshop brochure, catalog, workshop flyer, etc. (Grant funds may not be requested for tuition/travel outside the United States.)

## Review and Notification

Applications will be reviewed by members of the Arts Council staff, a board member, and an arts education professional to be determined by the Arts Council. Requests will be reviewed in a timely fashion and applicants may expect a response 3-4 weeks after the completed application has been received by the Arts Council. **Funds for school projects will be made payable to the school in the teacher's name. Funds for professional development will be reimbursed to the individual after receipts are submitted.**

## Accountability

Documentation of expenditures, photo documentation, and a brief final statement from the recipient will be required.

**Mail or hand-deliver completed application with attachments to:**

**Arts Council of Hillsborough County  
1000 N. Ashley, Suite 105  
Tampa, FL 33602**

Questions: Please contact the Arts Council at 276-8250.

### Administrative Requirements

All recipients of the Arts Teacher Incentive Grant will be required to adhere to the following requirements:

- A FINAL REPORT (narrative, financial and evaluation) on the project will be submitted to the Arts Council of Hillsborough County no later than **30 days following the end of the project or grantee's return from the conference/workshop/training.** Forms are attached.
- RECEIPTS AND BILLS associated with the project must be included with the Final Report.
- PUBLICITY efforts including photographs, video tapes, or other documentation.
- PROMOTIONAL MATERIALS such as news releases, invitations, catalogs and programs related to the project **must include** the following credit: *"This project funded in part by the Arts Council of Hillsborough County and the Hillsborough County Board of County Commissioners."*

Please save these forms so that you can locate them and complete them in a timely fashion following the end of your project or professional education. They are sent at this time to alert you to the requirements of the grant.

# Arts Council of Hillsborough County Arts Teacher Incentive Grant 2006 Grant Application

Application accepted: October 1, 2005 through May 12, 2006.

Check the category which best describes the type of support you are requesting

Classroom Project       School Project       Tuition/travel

All information **must be printed clearly or typed** within the space provided. Please attach the appropriate support materials.

Grant Amount Requested \_\_\_\_\_

Teacher Name \_\_\_\_\_

Home Address \_\_\_\_\_

City/Zip \_\_\_\_\_ e-mail \_\_\_\_\_

School Name \_\_\_\_\_

Name of Principal \_\_\_\_\_

School Address \_\_\_\_\_

City/Zip \_\_\_\_\_

Home telephone \_\_\_\_\_ School telephone \_\_\_\_\_

Grade(s) and subject(s) taught \_\_\_\_\_

Educational level attained and college(s) attended \_\_\_\_\_

\_\_\_\_\_

If this is a classroom or school project, how many students will be participating? \_\_\_\_\_

Project dates: Beginning \_\_\_\_\_ Ending \_\_\_\_\_

Will parents/guardians be involved in this project?  Yes  No  Not applicable If yes, how?

Will members of the community be involved in this project?  Yes  No  Not applicable If yes, how?

Have you sought, or do you anticipate receiving, other funding for this project?  Yes  No If yes, from whom?

Please describe your request for support clearly and concisely in the space below. How will students benefit? How does this tie into your curriculum? Remember to include the appropriate attachments. Please complete budget.

	Amount	Description
Travel	_____	_____
Tuition	_____	_____
Artist(s) Fees	_____	_____
Services	_____	_____
Supplies/Materials	_____	_____
TOTAL:	_____	

Signature \_\_\_\_\_ Date \_\_\_\_\_

I certify that the above information is correct to the best of my knowledge.

\_\_\_\_\_  
Signature of School Principal Date \_\_\_\_\_

**Arts Council of Hillsborough County  
Arts Teacher Incentive Grant  
Panel Review Sheet**

Applicant: \_\_\_\_\_

School: \_\_\_\_\_

\_\_\_\_\_ Project      \_\_\_\_\_ Professional Development      Amount Requested: \$ \_\_\_\_\_

Please rank each item from 1 - 10 with 1 being the lowest and 10 the highest.

1. The request for funding is **clearly** for an **arts education** classroom or school project OR for **professional development** for the applicant. Comments:

Score \_\_\_\_\_

2. The description of the project or professional development is **clear** and **achievable**.  
Comments:

Score \_\_\_\_\_

3. The project or professional development opportunity will be of benefit to those participating and should be funded. Comments:

Score \_\_\_\_\_

Total Score \_\_\_\_\_

Additional Comments:

Evaluator \_\_\_\_\_

(Please print name)

Signature of Evaluator \_\_\_\_\_ Date \_\_\_\_\_

**Arts Council of Hillsborough County**  
**Arts Teacher Incentive Grant**  
**Final Report**

**Due: 30 days following the end of the project or  
grantee's return from the conference/workshop/training**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

School \_\_\_\_\_

Briefly describe your project or professional development training:

If this funding was for classroom project, describe the goals for the students and how effectively they were met.

If this funding was for professional development, briefly state your goals, how they were met by the experience and how your teaching will be affected.

What are the positive aspects of the Arts Teacher Incentive Grant program? How did it help you be a better teacher?

**Final Budget** (Please attach appropriate documentation, i.e. receipts, conference registration forms, etc.) Briefly describe/define each line item. Examples: Travel --Airfare to conference in Atlanta = \$129.00; Supplies -- 40 disposable cameras @\$4.50 each = \$180.00

	Amount	Description
Travel	_____	_____
Tuition	_____	_____
Artist(s) Fees	_____	_____
Services	_____	_____
Supplies/Materials	_____	_____
TOTAL:	_____	

Other description of budget items (if needed)

Please attach any publicity, samples of student work, photos of project, and/or lesson plans or units resulting from professional development funding by this grants.

I certify that the information contained in this report, including all attachments and supporting materials, is true and correct to the best of my knowledge and that the expenditures are for the purposes set forth in the grant application.

\_\_\_\_\_  
Typed name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For classroom and school projects only\*\*\*

Please describe any pre-testing or evaluation of students prior to the beginning of the project, however informal. Attach testing instruments if appropriate.

Please describe any post-testing or evaluation of students during and following the project. Attach testing instruments if appropriate.

Please describe the success of the project as evidenced by evaluations administered.

Number of students **directly** involved in the project. \_\_\_\_\_

How often were these students involved? \_\_\_\_\_ Daily \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly  
Other. Please describe.

Number of students **indirectly** involved in the project (attended performances, exhibitions, etc.)  
\_\_\_\_\_

Number of **artists** involved in the project. \_\_\_\_\_ How often: \_\_\_\_\_

Number of **events** included in the project (concerts, performances, readings, festivals, fair, etc.)  
\_\_\_\_\_

Number of parents, other faculty and staff and/or community members who participated or attended events related to the project. \_\_\_\_\_

\*\*\*Future funding of this grant program and other arts in education programs may depend on data such as that requested above. Please submit as much information as possible.