



**2018/19 Social Inclusion Grants**  
**Proposal Deadline Thursday, November 1, 2018**

In 2016, Malissia and Ron Clinton directed funding to MBEF for a targeted Social Inclusion Grant Program to create and implement viable programs that inspire change and nurture a productive and honest dialogue in our schools. Also in 2016, MBUSD adapted their districtwide goals to include “Create a culture of inclusion that supports and engages all students, staff, stakeholders and community members.” As our CA Healthy Kids survey data suggests, students throughout our district continue to feel isolated and disconnected from their school communities, and we still have work to foster a **more inclusive and supportive environment** for all children. As a result, MBEF Board of Directors is maintaining a commitment to this goal, by continuing to fund the Social Inclusion Grants Program outlined below.

We are working to provide our schools and community with a framework to embrace progress and change. While respecting diversity, we hope to combat bias and implement programs that encourage people to stand up against racism and discrimination in our community. Tolerance is simply not enough.

**Grant Guidelines**

All proposed programs must touch one or more of the following themes and activities (drawing from Annie E. Casey Foundation and California Tomorrow):

Planning and acting on becoming a more inclusive and equitable community;

- Helping students and families to understand the root causes of inequalities based on one’s race, ethnicity, religion, economic status, culture, sexual/gender orientation, and ability;
- Helping students and families establish what constitutes persecution, and understand the impact that hate crimes have on individuals and communities;
- Helping students and families to understand, respect and celebrate all people;
- Supporting personal, professional, and organizational learning by:
  - Drawing upon technical assistance and coaching (expert, external, and peer);
  - Seeking input, honest feedback, and support from community and/or civic leaders;
  - Connecting with and supporting peers in organizations who are leading change.

**Funding: \$25,000**

Funding will be allocated as follows:

Grants to students, teachers and district leadership, to cover the cost of teacher and administrator led initiatives in and around the themes detailed above;

Examples include:

- Trainings for students on hidden and unconscious biases;
- Hosting conversations with leaders who can share their experiences and stories;
- Partnering with a neighboring district (i.e.: Lawndale, Gardena, Torrance, etc.) to participate in a community development or service activity;
- Partner with the Anti-Defamation League, Facing History and Ourselves, Not in Our Town, Museum of Tolerance and other organizations to provide professional development for a majority of teachers on hidden and unconscious biases;
- Facilitate a community gathering to cultivate a meaningful dialogue around hidden biases and how to successfully raise children who are inclusive and supportive of other people’s differences.

Grant awards for student, teacher and district level programming will range from \$250 to \$2,500 for individual applicants, and up to \$5,000 for collaborative ventures including two or more individuals. Collaborations are strongly encouraged and will be given priority. The funding must be used prior to October 31, 2019.



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### Allowable Costs

- 1) Materials and Supplies: Supplies directly related to the development or implementation of the educational activity;
- 2) Travel: Reimbursement of school buses (provide purpose and destination of trip, number of buses needed, ticket or admission fees, or travel and substitute days required for school visits);
- 3) Guest Presenter/Speaker Fees;
- 4) Student Fees: Costs associated with registration or admission fees.
- 5) Substitute teacher costs

### Project Period

December 2018 – October 2019.

### Who May Apply?

MBUSD Students, Teachers/Educators, Administrators, Staff and Parents

### Evaluation Criteria

- 1) Project must address the above listed goals through innovative teaching, project-based education, service and experiential learning, leadership or character development, arts integration, or new technologies.
- 2) Projects that include professional development must also include a student based project component that directly uses the knowledge or skills gained during the professional development. This pairing of teacher-learning with student-learning is encouraged.
- 3) Proposals must address all topics on the submission form, in order, and may be formatted to include figures, photos, statistics, and tables. Proposals should not exceed 4 pages.

### Inclusion Grant Committee

The Committee will include the following members: MBEF Board Members, Advisors - Individuals who do not serve on the MBEF Board, and are not current educators or administrators in our District, District Liaison

### Assessment and Evaluation Process

- 1) Applicants will submit applications no later than November 1, 2018 to [inclusiongrants@mbef.org](mailto:inclusiongrants@mbef.org).
- 2) Inclusion Grant Committee Members will receive anonymized proposals from the MBEF staff and will have 2 weeks for evaluation.
- 3) Inclusion Grant Committee Members will meet 1-2 times to discuss all grant applications.
- 4) Committee will contact awardees no later than December 15, 2018.
- 5) Awardees will be listed on the MBEF website and at the conclusion of the funding cycle. Grant reports and photos will be posted on the MBEF website.
- 6) One committee member will be selected to provide feedback to applicants who were not selected, if/when feedback is requested.

### Information you need to know if awarded the grant:

- 1) Grant funds will be made available on or around December 15, 2018.
- 2) All expenditures for materials/supplies should follow district purchasing guidelines and utilize the Purchase Order process. Your point of contact for purchase orders is Karyl Brandford at [KBrandford@mbusd.org](mailto:KBrandford@mbusd.org). If this is not possible, MBEF offers a receipt based reimbursement option for projects that the district is unable to process.
- 3) Grant applications must itemize the intended materials and cost. Grant money can only fund direct project expenses.
- 4) MBEF highly values photos, videos, emails, and other informal reporting on the project's progress throughout the year. Please send 2-5 visual examples that depict grant outcomes to Hilary Mahan, Executive Director of MBEF, [hilary@mbef.org](mailto:hilary@mbef.org). If we decide to publish photos, we will ask for a media release form signed by parents.
- 5) **A final evaluation and report to MBEF is due on September 30, 2019 (template to be provided by MBEF to grant recipient upon award).** These reports are a critical and essential part of the grant process because they allow MBEF to share these exciting projects with the MBEF donor community, and enable MBEF to publicize your efforts within the MBUSD teacher community in order to inspire new projects and to promote conversations and collaboration.



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**2018/19 Social Inclusion Grants  
PROPOSAL COVER SHEET  
Please limit application to 2 - 4 Pages.**

**Project Title:**

**Purpose/ Objective of project:  
(1-2 Sentences)**

**Budget- Amount requested:**

**Name(s) of Teacher(s)/Student(s)/Administrator(s)/Parent(s)/\*:**

**Email of Primary Contact:**

**Is this the best way to reach you? If not, please provide alternative email address:**

**School Site:**

**Grade Level(s):**

**How many students will participate:**

**Cost per Student:**

***For the below items, feel free to attach up to 3 pages to this cover sheet, or write in the boxes.***

**Project Description:** What are your project objectives and how will you achieve them? How is the project aligned with District and school goals? How does this project advance inclusion within the District?

**Collaboration:** Please list collaborators and each individual's responsibilities. We highly encourage collaboration among teachers, administrators, parents, counselors, community and staff.

**Timeline:** Dates of project activities and tasks. Please include program implementation strategies.

**Budget:** Describe in a few sentences how the requested funds will be used. Please provide an itemized list of materials and expenses.

**Sustainable/ Replicable:** Is the project sustainable in the future? How can this project be replicated at other school or community sites? Are there follow-up programs or services needed?

**Evaluation Plan:** Describe expected student outcomes and your proposed method for evaluating the project (i.e.: process, program, and impact evaluations).

**Administrative Approval - from Principal/ Superintendent:**

I have reviewed the attached application, and would support the implementation of this proposed program, if it is awarded.

**Name:**

**Title:**

**Signature:** \_\_\_\_\_

**Date:**

**\*Your application will be anonymized for selection process, and your name will only be seen by MBEF administration.**

**Please email applications to:** [inclusiongrants@mbef.org](mailto:inclusiongrants@mbef.org)

**Questions? Please contact Hilary Mahan at 310.303.3342 or [hilary@mbef.org](mailto:hilary@mbef.org).**



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**PROPOSAL EVALUATION SCORE SHEET**

**Proposal #**

**Project Title:**

**Reviewer:**

**Instructions to Evaluator:**

Rate the proposal based on the following criteria with a total score of up to 100 points. Please comment on the strengths and weaknesses of the proposal below and be prepared to offer verbal comments at the Grant committee evaluation meetings.

**Evaluation Criteria:**

- Description of project (mission and goals)
- Relevance and importance to MBUSD students
- Activities planned
- Student outcomes
- Realism of project, including timeline and budget
- Educational methodology
- Alignment with school and District goals
- Creativity
- Potential to enhance learning
- Potential of sustainability
- Evaluation plan, including evaluation criteria and how it is linked to expected student or community outcomes
- Measurable and meaningful evaluation criteria
- Collaboration
  - Is the project collaborative?
  - Does the collaboration enrich students' education?