



## **SOCIAL INCLUSION GRANTS 2019-2020**

Sparked by an unfortunate racially charged incident in our community in 2016, MBEF created a Social Inclusion Grant Program to create and implement viable programs that inspire change and nurture a productive and honest dialogue in our schools. MBUSD has since adapted their districtwide goals to include “Create a culture of inclusion that supports and engages all students, staff, stakeholders and community members.”

We are working to provide our schools and community with a framework to foster a **more inclusive and supportive environment** to support students who feel isolated and disconnected from their school communities. 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.

The MBEF Social Inclusion grants are not intended to replace existing district funding, but they are an opportunity to seed inclusion in our schools – providing funding for projects that may be beyond the scope of district or school site funding. Drawing from Annie E. Casey Foundation and California Tomorrow, all proposed programs must touch one or more of the following themes and activities:

### **Social Inclusion Grant Criteria:**

- 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.

### **Eligible Applicants**

All students, parents, teachers and district leadership in the Manhattan Unified School District are encouraged to apply. Grant proposals that demonstrate collaboration across grades, schools or disciplines are especially welcomed. It is our hope that successful grants will be replicated, shared or adopted districtwide.

### **Project Period**

All approved Social Inclusion proposals must take place in the application year – before, during or after school.

### **Grant Application Assessment and Evaluation**

Proposals must be submitted on the MBEF Social Inclusion Grant Application. Please be clear and concise in your responses and address all topics on the submission form. Information on **who** the program will benefit, **why** it is valuable to students, **how** it will be implemented, **what** is particularly innovative, and **when** it will be considered successful!

### **Timeline**

- Submission – All proposals must be received by October 1, 2019 via electronic application.
- Evaluation – Proposals are presented to the TDI Grants Committee.
- Announcement – Awards will be announced by October 31, 2019.



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- Funding – Grants funds will be available by October 31, 2019.
- Expenditures – Funds must be spent by June 30, 2020.
- Reports – Interim reports are encouraged and appreciated. Invitations to events related to the grant should be extended by email to Hilary Mahan at [hilary@mbef.org](mailto:hilary@mbef.org).
- Final Evaluation Report – Use the approved form and submit by June 30, 2020.

### **Funding**

Social Inclusion Grant awards range from \$250 to \$2500 for individual teacher applications, and up to \$5000 for collaborative ventures including two or more teachers. Collaborations are encouraged and will be given priority. A total of \$25,000 in funding is available.

#### **Allowable Costs:**

- Materials and Supplies: Supplies directly related to the development or implementation of the educational activity;
- 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);
- Guest Presenter/Speaker Fees;
- Student Fees: Costs associated with registration or admission fees.
- Substitute teacher costs

### **Approval**

The Social Inclusion Grant Committee is made of up at least three Board Members and three Advisors, individuals who do not serve on the MBEF Board and are not current educators or administrators in our district. Each proposal is evaluated individually by each committee member and then further evaluated as a group during 1-2 scheduled meetings.

Applicants who are not granted funding are encouraged to seek feedback and to resubmit applications in the following year. Re-application and approval are required to implement the program for subsequent year(s).

### **Reimbursement Process**

There are two options for purchasing your grant materials and supplies:

- Purchase Order Process. It is preferred that you order your supplies directly through MBUSD's purchasing process. Your point of contact for purchase orders is Karyl Brandford at [KBrandford@mbusd.org](mailto:KBrandford@mbusd.org).
- OR**
- Receipt-Based Reimbursement. Requires original receipts plus an invoice voucher form signed by your principal. If you purchase online, be sure to print the verification of your purchase. **Please do not forget to get your principal's signature** on the invoice voucher otherwise your check can not be printed. Make a copy of your original receipts for your personal records.

### **Final Evaluation Report**

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 because they enable MBEF to publicize your efforts within the MBUSD teacher community in order to inspire new projects and to promote conversations and collaboration.

Failure to complete the Final Evaluation Report Grant by June 30, 2020 may affect the potential for the grant to be



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funded again if re-submitted. Awardees will be listed on the MBEF website. At the end of the funding cycle, grant reports and photos will be posted on the MBEF website.

If you have any questions about the application or approval process, please contact the MBEF Social Inclusion Grants Committee at [inclusiongrants@mbef.org](mailto:inclusiongrants@mbef.org) or MBEF Executive Director, Hilary Mahan, at [hilary@mbef.org](mailto:hilary@mbef.org).