



**MUSIC, ART AND SPEECH & DRAMA
APPLICATION GUIDELINES**

- **Award Range:** Up to \$ 500.00
- **Application Deadline:** 1st Monday in February.
If the deadline falls on a holiday, the grant application must be received by 4:00 p.m. the following school day.
- **Application Sources:**
 - Foundation website: www.jcpsfoundation.org
 - Foundation phone: (573) 659-3549 (Leave your name and email address.)
- **Notification of Recipients:** Recipients will be notified within 2-3 weeks following the application deadline.
- **Applicant Eligibility:** Music, Arts and Speech/Drama Grants are limited to Jefferson City Public School teachers to:
 - Identify a unique or critical need
 - Enhance and extend development of program and integration of music, art and speech/drama into a program.
- **Eligible Projects:** All projects must provide the applicant information to enrich the current curriculum. Sharing of information with peers is required.
- **Funding:** Requisitions for all expenses are to be submitted to the JCPS Foundation and where applicable vendors will be paid directly. If the *applicant* wishes to be reimbursed for expenses they must submit all receipts and expenditure related items, not to exceed the approved grant amount.

Applicant Name: _____	Subject/ Grade Level: _____
School: _____	Phone: _____
Email: _____	
Project Title: _____	

Send application and three (3) copies to:
Jefferson City Public Schools Foundation
P.O. Box 2152 Jefferson City, MO 65102

DO NOT FAX OR EMAIL

NOTE: *This cover sheet will not be included as a part of the actual selection process by the Programs Committee. Consideration of your request will be based entirely on the following proposal. PLEASE TYPE.*

Applicant's Signature: _____ Date: _____

Principal's Signature: _____ Date: _____

Project Title: _____

Area supported by grant proposal (circle all appropriate ones):

Music Art Speech/Drama
Other (please explain) _____

Projected starting date: _____
(month/year)

completion date: _____
(month/year)

1. Briefly describe your proposed project and identify the unique or critical need.
2. How will you enhance and extend the development or the integration of music, art and speech/drama into the program?
3. Give detailed description of effect on student learning?
4. State specific CSIP or curriculum connection to this project.
5. Explain specifically how you will share this information with your department, school or district?
6. Specify your timeline for evaluation to the Jefferson City Public Schools Foundation.

Detail your budget request in order of priority. Include specific information, such as what materials and equipment will be needed, sources of supply cost, (including transportation, honorariums, shipping/handling, etc.)

QTY	ITEM	COST	SUPPLIER	DATE NEEDED	BUDGET AMT.

MUSIC, ART and SPEECH/DRAMA TOTAL



Music, Art, Speech/Drama Grant Rubric

8 - 10	5 - 7	1-4	0
Unique or critical need explained and use in project described in detail.	Unique or critical need explained and project unclear or project explained and unique or critical need unclear	Unique or critical need or project only mentioned, neither explained	No unique or critical need involved in project
Enhancement and extension of a program explained and project unclear or project explained and enhancement and extension of program unclear	Enhancement and extension of a program explained and project unclear or project explained and enhancement and extension of program unclear	Enhancement and extension of a program explained and project unclear or project explained and enhancement and extension of program unclear	Enhancement and extension of a program explained and project unclear or project explained and enhancement and extension of program unclear
Detailed description of effect on student learning	General effect on learning	Effect on learning is unrealistic for the project	No effect or stimulation on learning explained
Specific CSIP or part of curriculum cited and quoted	General connection to CSIP or curriculum	Unrelated to CSIP or curriculum cited	No connection
Specific and detailed explanation of sharing and with whom	General explanation of planned sharing	Little mention of sharing	No plan to share
Specific timeline for evaluation to JCPS Foundation	General time for evaluation		No time for sharing
Detailed budget attached	General budget attached	Budget total only	No budget

