



**WYOMING**  
DEPARTMENT OF EDUCATION



**Jillian Balow**

Superintendent of Public Instruction



**Cheyenne Office**

Hathaway Building, 2nd Floor  
2300 Capitol Avenue  
Cheyenne, WY 82002-0050  
Phone: (307) 777-7675  
Fax: (307) 777-6234

**Casper Office**

539 S. Payne  
Casper, WY 82609  
Phone: (307) 577-4686  
Fax: (307) 577-6785

**Riverton Office**

320 West Main  
Riverton, WY 82501  
Phone: (307) 857-9253  
Fax: (307) 857-9257

**On the Web**

edu.wyoming.gov  
www.wyomingmeasuresup.com

## MEMORANDUM NO. 2015-038

TO: District Superintendents

FROM: Alicia Kerns, Digital Learning Consultant Support Systems and Resources Division

DATE: March 30, 2015

SUBJECT: Dispersal of the 2015-16 Wyoming Education Trust Fund Grant Application Package

---

## 2015-16 WYOMING EDUCATION TRUST FUND GRANT APPLICATION

The State Advisory Council for Innovative Education asks you to review the attached material and disperse the grant application information to principals and teachers in your school district. The full application is also available on the Wyoming Department of Education website:

<http://edu.wyoming.gov/beyond-the-classroom/grants/innovative-education>

The grant deadline is May 29, 2015. All applications must be received by 5:00 p.m. on this date.

Funds from a separate general fund revenue source are available to the Wyoming Department of Education via W.S. 21-22-102 to distribute to school districts annually as innovative program grants. The purpose of the grant is to create innovative educational opportunities for public school students at all levels. W.S. 21-22-106 states that the funding should provide innovation in or improvement of public education through the creation of new, different and improved educational opportunities in elementary and secondary schools inclusive of the following:

- **Curriculum development activities** such as initiatives in foreign languages, mathematics, social studies, English and the sciences; programs to develop critical or creative thinking; programs involving the private sector and programs providing parental and family training.

- **Operational initiatives** such as modification to class schedules, school day, week, month or year calendar and scheduling of extracurricular activities.
- **Administrator and staff development and improvement programs** such as performance incentives, awards for excellence, professional training and development programs, and performance evaluation programs.
- **Acquisition of technological equipment** for programs expanding curriculum, enriching student education, enhancing staff development and providing community service.
- **Applied science and technology programs** designed to meet future labor market demands and to integrate public school programs with needs of business and industry.
- **Technical preparation programs** integrating specific public school programs with community college programs and working with business and industry to prepare students for technical and academic careers.
- **Evaluation programs** designed to determine the effect and achievement of innovative programs previously funded or currently provided within the district.
- **Public early childhood programs** including those designed to better prepare children for elementary school, and to improve parents' skills in developing their children's learning skills.

Funds through the Wyoming Education Trust Fund are available for one-year grants to any public school district. Districts may apply individually or in conjunction with other districts. A total of \$300,000.00 is available for this RFP. An estimated five (5) to seven (7) grants will be awarded.

Funds will be distributed to the district[s] awarded the grants on or prior to August 14, 2015. W.S. 21-22-107 (c) clearly states that at least one qualifying grant must be awarded if possible in each of the following classifications based on average daily membership (ADM):

|                           |                               |
|---------------------------|-------------------------------|
| <b>Classification I</b>   | Less than 500 ADM             |
| <b>Classification II</b>  | 500 but less than 1,000 ADM   |
| <b>Classification III</b> | 1,000 but less than 2,000 ADM |
| <b>Classification IV</b>  | 2,000 or greater ADM          |

\* If districts apply as a consortium, the ADM classification will be adjusted to include the ADM of all participating consortium districts according to the classifications above.

Contents of this application include:

1. Competitive Grant Requirements;
2. Cover Page/Assurances (single page);
3. 2015-2016 Grant Application;
4. Scoring Guide;
5. Sample Self-Evaluation Format.

## INSTRUCTIONS TO APPLICANT

1. Create a proposal using the provided grant application template and requirements provided with a font of not less than 10 points. Each section of the application must be limited to one page. Complete cover page/assurances and attach to the upper left-hand corner of the application. The application packet is available on the WDE website: <http://edu.wyoming.gov/beyond-the-classroom/grants/innovative-education>. Only proposals that comply with these requirements will be considered.
2. Proposal will not be accepted without district superintendent's signature on the Assurances Page. Electronic signatures are acceptable.
3. Comments must be limited to the space provided on the proposal.
4. **Submit one (1) original and (5) copies** to the Wyoming Department of Education, Education Trust Fund Grant Proposal, 2300 Capitol Avenue, Second Floor, Cheyenne, WY 82002, Attn: Alicia Kerns.

**Grant proposals must be received on or before May 29, 2015**

We look forward to receiving your application.

*If you have questions, contact Alicia Kerns at (307) 777-3679 or [alicia.kerns1@wyo.gov](mailto:alicia.kerns1@wyo.gov).*

### **Attachments**

- Sample Self-evaluation
- Wyoming Trust Fund for Innovative Education Grant Application
- Grant Application Scoring Guide
- Grant Application Assurances Page