



COLLEGE STATION ISD
**EDUCATION
FOUNDATION**
linking community, educators & students

HINTS FOR WRITING GRANT PROPOSALS



1

Describe the Grant

Include the need it addresses & how your grant will be implemented.

2

Include creativity and motivation

Why is this innovative?
Why will students be motivated?

3

What are your goals?

Limit the number of goals to 3.
Be specific and share outcomes you hope to achieve.

4

Explain Evaluation Criteria

Relate to stated goals.
Indicate how you know if the project will be successful.

5

State Specific Curriculum Methods/Activities:

Include a timeline.
How will the students learn?



- * be creative & innovative
- * partner with others (school & community)
- * stay away from consumables, field trips and one-time use items
- * limit the use of "teacher lingo" so that non-teacher evaluators understand your objectives.

Budget Sheet Tips



You must use AWARDED VENDORS: go to csisd.org, click on departments > purchasing > awarded vendors.



It's great to get quotes from prospective vendors but make sure they are good through December so your pricing will not change.



Don't forget to include shipping if applicable.



If your grant includes technology and/or facilities, make sure you get a quote and approval from the Technology or Facilities Departments and include approval forms with your grant application.



Amount requested must MATCH the amount on your budget sheet.