



Kepner Grant Checklist and Rubric - WMEF Committee

Project Name: _____

Date submitted: _____

Compliance Items Checklist completed by: _____ Date: _____

Completed?	Item
	Grant Cover sheet
	<ul style="list-style-type: none"> • All contact information
	<ul style="list-style-type: none"> • Appropriate signatures
	Proposal
	<ul style="list-style-type: none"> • Grants will be awarded to help support sustained professional learning that engages teachers in deepening their mathematical knowledge, pedagogical content knowledge of mathematics, knowledge of students as learners of mathematics, and in improvement of instructional practices. Long-term professional development for purposes of this award is defined as 6 to 12 months of sustained and intensive engagement in professional learning.
	<ul style="list-style-type: none"> • Overall goal of the project
	<ul style="list-style-type: none"> • Brief specific description of the need for the proposed professional development
	<ul style="list-style-type: none"> • Grade-level focus
	<ul style="list-style-type: none"> • Mathematics Content
	<ul style="list-style-type: none"> • Describe how the proposal project will be conducted and how it will meet the identified needs listed above
	<ul style="list-style-type: none"> • Timeline included
	<ul style="list-style-type: none"> • Numbers of teachers impacted
	<ul style="list-style-type: none"> • Number of students impacted
	<ul style="list-style-type: none"> • Mathematics education consultants, coaches or advisors involved in the project and describe their role.
	Budget
	<ul style="list-style-type: none"> • Includes an itemized list with costs; all items on the list have been included in the proposal and play an important role in the implementation of best practices (maximum \$4000)
	<ul style="list-style-type: none"> • Includes a list of additional sources of income that have been considered
	Expected Outcomes
	<ul style="list-style-type: none"> • Includes a description of the expected outcomes
	Evaluation
	<ul style="list-style-type: none"> • Describe a plan for evaluation of the proposed project that will show evidence of success.

	District Administrator's Letter of Support
	<ul style="list-style-type: none"> • On district stationery
	<ul style="list-style-type: none"> • Indicates strong support for the materials / resources
	<ul style="list-style-type: none"> • Includes local financial assistance that may also support the project

Kepner Grant - Rubric Items - 1 is a low mark, 5 is a high mark

Project Name: _____ Date: _____

Evaluator's Name _____ Date: _____

In your opinion, what is the likelihood that this grant will improve student thinking and learning? 1 2 3 4 5

In your opinion, what is the likelihood that this grant will improve teacher beliefs and behaviors? 1 2 3 4 5

Professional development is structured in a way that will maximize impact on teacher learning. 1 2 3 4 5

Professional development is structured in a way that will ensure ongoing impact into the future. 1 2 3 4 5

Approximate number of teachers directly impacted _____ Indirectly impacted _____

Approximate number of students directly impacted _____ Indirectly impacted _____

Recommendation

- Do not fund
- Revisions needed before funding
- Fund with suggestions
- Fund partially
- Fund fully

Grant champion: _____

Perceived strengths:

Opportunities for improvements:

Notes and Comments: