



**Applications accepted 2024
Awards for FY2024-2025**



JEFFERSON COUNTY ESD
AWARDS FOR FY 2024/2025

*It is with fond memory
we once again offer the*

Steve Rankin

Memorial Mini-Grant Program & Application

Photos courtesy of Madras Pioneer Reporter

Please thoroughly read program requirements prior to completing your application. ***Only fully completed applications will be accepted for Board review and selection.*** The Steve Rankin memorial grants are open to ALL Jefferson County public school staff working to enhance student learning.

BACKGROUND

In remembrance of Steve Rankin, former JCESD Board Chair, active community member and advocate for the children and teachers of Jefferson County, the Jefferson County Educational Service District Board of Directors has worked to provide a grant program to assist teachers and classrooms. Steve Rankin wanted educators to be thanked for their dedication and be supported in making learning come alive for students of Jefferson County. All Jefferson County public school staff are eligible to apply for funds under this program. The JCESD plans to award up to ten (10) grants up to \$500 each for the 2023-2024 school year, to be awarded in the Fall of 2024-2025 school year.

TIMELINE

Applications will be available online on **March 25, 2024 – May 17, 2024** Jefferson County public school teachers that are returning for the 2024-2025 school year may apply for funds up to \$500. Proposals are **due to by 5:00 PM on Friday, May 17, 2024.**

Successful applicants will be notified by email in July and again in September, 2024. In the event a winning recipient will not return for the 2024-2025 school year, the grant funds may be awarded to the classroom or school to which they were awarded, **with ESD Board approval**, or carried over to the following year's grant fund pool.

APPLICATION REQUIREMENTS & SELECTION CRITERIA

Applicants must complete the following five requirements for the Board to select proposals for funding. Proposals need to include the application cover page with applicable approval signatures and should include no more than two additional sheets of paper covering all the application requirements and addressing all of the selection criteria.

Applications must include the following areas which will be scored on a scale on a scale from 1-10:

1. PROJECT SUMMARY:

Projects should be related to expanding opportunities and experiences for educators to enhance efforts in providing vocational, career and hands-on opportunities.

2. PROJECT OUTCOME:

The project has clearly stated and measurable learning outcomes.

3. PROJECT BUDGET:

The project has a detailed budget that meets the allowable expenditures. Provide a detailed budget for the project that meets the allowable expenditures as described. Estimates will be accepted with the understanding project funds shall not exceed **\$500**.

4. REPORTING SUMMARY:

A well-designed plan to report the project's results to the Jefferson County ESD Board of Directors needs to be incorporated into the application. This can be a written response, an invitation to observe the activity, or a presentation to the Jefferson County Board of Directors at a regular meeting.

5. PRINCIPAL/ADMINISTRATOR APPROVAL (no scale rating, only verification complete):

Principal/Administrator signature approving the application for the 2023-2024 school year must be present on application – no exceptions.

ALLOWABLE EXPENDITURES

All expenditures under this program will be made through the Jefferson County ESD. Requisitions will be on the Jefferson County ESD requisition form and subject to Jefferson County ESD accounting requirements. Allowable expenditures include, but are not limited to, supplies, books, materials, periodicals, and computer software, hardware, conference or class registrations and allowable travel. All expenditures must take place during the 2024-2025 school year and must be processed prior to **June 30, 2025**.

APPLICATIONS MUST BE SENT TO:

Please send application in .pdf format, by the deadline to:

Board Secretary **Tessa Bailey** at: tbailey@jcesd.k12.or.us

JEFFERSON COUNTY ESD

FY2023/2024

Award receipt: Fall of 2024/2025

Steve Rankin Memorial Mini-Grant Application

Date: _____

Name: _____

Email: _____

School: _____

Project / Program / Application Title: _____

I have read the application program requirements. If I am selected as a grant recipient, I will provide the Jefferson County ESD with a summary of this project as described in my application. I agree to adhere to the allowable expenditure provision outlined in the grant information. Furthermore, I will not hold the Jefferson County ESD responsible for expenditures that exceed \$500.

Applicant's Signature: _____



I approve this application for the 2024-2025 school year.

Principal/Administrator's Signature: _____

DO NOT write in this area – for Board Member (review) use only:	
Application # _____	Date received: _____
1. PROJECT SUMMARY	(1-10): <input type="text"/>
2. PROJECT OUTCOME	(1-10): <input type="text"/>
3. PROJECT BUDGET	(1-10): <input type="text"/>
4. REPORTING SUMMARY	(1-10): <input type="text"/>
5. PRINCIPAL/ADMINISTRATOR APPROVAL	(Complete): <input type="text"/>
	TOTAL <input type="text"/>

PROJECT SUMMARY:

PROJECT OUTCOME:
