Academic Service Learning Mini-Grant Application
Belding Area Schools
1975 Orchard Street
Belding, Michigan 48809

GRANT RANGE: $50 to $400

POSSIBLE USE OF FUNDS: Supplies, materials, speakers, transportation

DEADLINES:
- September 11, 2009
- November 3, 2009
- February 5, 2010

REQUIREMENTS:

1. Attend 1 workshop on service learning during the 2008-2009 school year (must be completed by June 11, 2010).

2. Complete application and budget worksheet in the format requested.

3. All applications must include building principal’s signature.

4. Obtain the signature of your Building Representative.

5. Grant applications must include the following academic service learning criteria:
   - Project must begin with curriculum, using service as a vehicle to deliver curriculum.
   - Service must meet a real school and/or community need, and preferably be identified by students.
   - Students must have the opportunity to reflect on their service experience.
   - Students must continually be involved in the planning process.

6. You must submit a final report upon the completion of the service-learning project. A copy is included with these guidelines.

7. All funds must be spent and receipts forwarded to Belding Business Office by May 1, 2010, or unused funds will be forfeited.

8. Grant recipients are required to provide the Service Learning Coordinator with a completed final report form by June 1, 2009.

9. Grant recipients are required to create a display poster that will be presented at the June Board of Education meeting. (poster board will be provided)
1. Project Description
   Provide a simple statement outlining the academic service-learning project.

2. Curriculum Connection
   How is this project related to your curriculum? In this section you must include specific GLCS’s or HSCE’s that you will be covering in your project.

3. Youth Voice
   How will the students be included?

4. Community Need
   How does this project meet a school/community need or problem? Please describe the process used to identify the need.

5. Reflection Component
   How will students reflect on this experience?

6. Timeline
   Include a timeline of events and activities.

7. Assessment
   How will you assess students on the GLCE’s or HSCE’s covered in this project? If possible provide a copy of the assessment.

8. Documentation
   How will this project be documented? Will you be able to offer a report, display or presentation for the Belding Community Showcase in mid-April?

7. Itemized Budget Request
   Please use the budget form to include an itemized estimate of expenses for the project.
Teacher(s):_______________________________________________________

Mini-grant funds may be used for classroom materials that support the project, project materials, and transportation costs.

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Total Requested__________________
Academic Service Learning
Mini-Grant Final Report

Name: ________________________________________  Date: _____________  

Building:______________________________________  Grade Level: ______  

Participant Characteristics:

1. Total number of students involved in the project: _____________________________

2. Gender:  
   Total # of Girls: ________________  Total # of Boys _____________________

3. Ethnic (Please use numbers.)
   __________ Caucasian  ___________ African American
   __________ Asian-American  __________ Native American
   __________ Hispanic/Latino American

4. Did you work with students at another grade level? If so, who is the teacher and what grade level did you work with?
   Name: _________________________________________  Grade Level: ________________

5. Number of students who receive special services: ____________________________

6. Number of adult volunteers (include parent & community): _________________________

7. Number of people who received services as a result of this project: __________________

8. Number of disadvantaged youth participants: _________________________________

9. Number of disadvantaged youth recipients: _____________________________________

Program Data:

10. Total hours of service: Indirect (planning, etc)_____  Direct Service (actual service) _____

11. What method(s) of reflection did you use?

12. Were you successful in meeting your learner outcomes?

13. What was the most valuable lesson students learned from this project?

14. Please share a quote from a student or adult in regards to this project.
15. Are there any changes you would incorporate next time?

16. Who were your community partners?

Name: ___________________ Organization: ___________________ Role: ___________________
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Please include any pictures of your project that can be used for reporting and/or recognition of your students and school.

Send your final report interoffice mail, email or fax to:

Rachelle Ostrander
Belding High School
616 794 4993
fax 616 794 4956
email: ostrandr@bas-k12.org