

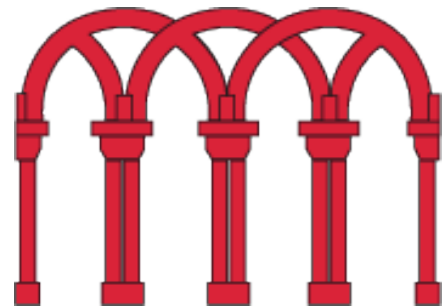
Talawanda-Miami Partnership Grant Proposal Guidelines

Miami University Partnership Office

The Partnership is a catalyst for new activity and an institutional umbrella to support ongoing work across our educational communities. The Partnership, at its heart, is a grassroots, organic, consensus-driven organization, seeking to deepen relationships and understanding among its constituents.

Talawanda-Miami Partnership Mission:

- To enhance collaboratively the learning of our students.
- To provide excellent professional development opportunities for faculty, staff, and students.
- To strengthen our community.



Stimulating Partnerships

The educational communities of Miami University and Talawanda Schools each do an excellent job of educating their students and providing enriching professional development opportunities for their faculty and staffs. We believe passionately in the extraordinary learning that comes from each community learning from, and with, the other.

While partnership projects take extra work, the benefits are rich and the results are often unique. Administering a successful partnership project typically requires extra resources as well as extra effort.

The Partnership Office has earmarked two funds to encourage people to work together to enhance the educational experiences of students, faculty, and staff across both institutions.

Two ways to support learning partnerships

The Talawanda-Miami Partnership offers two easy ways to apply for money to support your partnership project.

- **Partnership Associates Funds** are awards under \$200 that support new, catalytic, smaller partnership activities every year.
- **Talawanda-Miami Partnership Grants** are awards up to \$2,500 for larger, more long-term, sustainable projects that may last over several academic semesters or academic years.

Eligibility

All proposals must be co-submitted by a Talawanda and a Miami community member.

Partnership Associates Fund, up to \$200 A Pilot Project

Each educational level of Talawanda (P-5, Middle and High School) has a Partnership Associate who is responsible for:

- Filtering requests from Miami faculty and students for access to their student populations
- Encouraging partnership activities in their grade levels.

Each Partnership Associate (listed below) has a discretionary fund to award small requests of up to \$200 to support school/university-based projects.

Partnership Associates:

Bogan, Kramer & Marshall Elementaries, Grades P-5
Marilyn Kopp, koppm@talawanda.org

Talawanda Middle School, Grades 6-8
Sandy Greenberg, greenbergs@talawanda.org

Talawanda High School, Grades 9-12
Ann Whelpton, whelptona@talawanda.org

Funding Criteria

1. Proposals must clearly benefit learning for BOTH Miami and Talawanda.
2. Funds may be used for materials (books, DVDs, etc) travel, and/or other reimbursable expense. Requests for food or other hosting should clearly explain how this is critical to the success of the activity.
3. Funds must be spent in accordance with all Miami University and Talawanda School District purchasing policies.

Submission Process

Funding requests should be emailed to the Partnership Associate assigned to the building in which the project will take place with all project participants copied.

The Partnership Associates offer a wealth of experience and expertise in facilitating successful partnership projects, so you are encouraged to discuss and vet your ideas with them prior to application.

The following questions should be answered:

1. Brief project description: What do you want to do? Where and when will the project take place?
2. Who is involved in leading the project for Talawanda? Who from Miami?
3. How does this project benefit Talawanda? Miami?
4. How much money is being requested? How will it be used?
5. What are your anticipated outcomes for this project?

Funding Cycle & Notification for Partnership Associates Funding

- Grants will be made on a continuing, “as needed” basis throughout the academic year until funds are exhausted.
- Since this fund is in its pilot phase, there is not a designated allotment of funds per grade level or building. It’s our hope that most, if not all, requests that meet the criteria can be funded.
- A Partnership Associate will notify you via return email within 30 days of your request.

Talawanda-Miami Partnership Grants Proposal Narrative

The proposal for a Talawanda-Miami Partnership Grant should concisely and fully answer the following questions. Please number each answer. You may include relevant attachments in your proposal to help explain the project and/or the budget, i.e., price quote for materials; publicity or biographical information for visiting scholar/consultant; photos of similar activity, etc.

1. Brief project description: What do you want to do? Where and when will the project take place?
2. Who is involved in leading the project for Talawanda? Who from Miami?
3. How does this project benefit Talawanda? Miami?
4. How much money is being requested? How will it be used?
5. What are your anticipated outcomes for this project?

Funding requests should be emailed Patti Liberatore, Chair of the Partnership Finance Committee at Patti.Liberatore@muohio.edu with copies also emailed to:

- All project participants
- Appropriate Talawanda principal or administrator
- Chair or supervisor of the Miami participants

Funding Cycle & Notification for Talawanda-Miami Partnership Grants

Projects beginning between January-June, 2010:

Deadline: December 4, 2009

Notification: December 18, 2009

Projects beginning July-December, 2010

Deadline: April 14, 2010

Notification: May 7, 2010

Miami University Partnership Office
(513) 529-0434

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poettets@muohio.edu

Kellie Pennington, Program Associate
penninka@muohio.edu or visit our website at www.muohio.edu/PartnershipOffice