

A photograph of a young boy with short brown hair, wearing a plaid shirt, looking down at an open book. A woman with short dark hair, wearing a dark sweater, is leaning over him, pointing at the text in the book. They are in a library, with bookshelves filled with books in the background. The image is framed by a thin blue border.

# TEACHER INNOVATION MINI-GRANTS

Request for Proposals



CLAUDE  
WORTHINGTON  
BENEDUM  
FOUNDATION



# Overview

Teachers have a significant impact on student success. Research has shown teachers' impact is 2-3 times greater than any other school factor on students' academic achievement (Oppen, 2019). The Claude Worthington Benedum Foundation and the West Virginia Public Education Collaborative are committed to supporting teachers and providing them with the necessary resources to continue to innovate, inform, and inspire.

Throughout the 2021-2022 school year, the Claude Worthington Benedum Foundation, in cooperation with the West Virginia Public Education Collaborative and the EdVenture Group, Inc., hosted several listening sessions with teachers in West Virginia. The sessions were designed to gather feedback from teachers regarding their current needs as well as identify best practices in the classroom. The issues raised during the sessions called for teacher-led innovation, but a lack of resources can stall innovation.

In response to this challenge, the Claude Worthington Benedum Foundation and the West Virginia Public Education Collaborative are requesting proposals for innovative projects within one of five categories identified as areas of need during the teacher listening sessions. Selected proposals will be awarded up to \$4,000 to support implementing these projects at the classroom level. This grant affords teachers the opportunity to introduce new teaching strategies and materials into the classroom to improve academic outcomes and promote equitable learning.

Contact Information  
West Virginia Public Education Collaborative  
[wvpec.wvu.edu](http://wvpec.wvu.edu)  
[wvpec@mail.wvu.edu](mailto:wvpec@mail.wvu.edu)



Through this program, we hope to provide teachers with the resources they need to innovate and continue to positively impact their students. We also hope to solicit innovative ideas that can be shared with other teachers throughout the state. As such, all awardees will be expected to attend a project showcase near the conclusion of the funding cycle. More information will follow after projects are awarded.

This request for proposals document is intended to provide prospective applicants with the information they need to submit a proposal. The following pages will outline the mini-grant program's requirements, recommendations, and timeline, as well as a preview of the application and supplemental materials. In addition, the West Virginia Public Education Collaborative will offer two informational sessions to review the grant's requirements, provide recommendations, and answer questions from prospective applicants. Individual meetings will also be available upon request.

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*Oppen, Isaac M., Teachers Matter: Understanding Teachers' Impact on Student Achievement. Santa Monica, CA: RAND Corporation, 2019.*  
[rand.org/pubs/research\\_reports/RR4312.html](http://rand.org/pubs/research_reports/RR4312.html)

## The WVPEC's Teacher Innovation Mini-Grant Program aims to provide West Virginia teachers with financial support to implement innovative practices in their classrooms.

### REQUIREMENTS

The following requirements are expected of all applications. Proposals that do not meet these requirements will not be considered for funding.

- Prospective applicants must be student-facing educators with consistent access to P-12 students in West Virginia
- Proposals must focus on innovative practices in one of the following five categories:
  - Career and Technical Education (CTE) and Entrepreneurship
  - English Language Arts
  - STEAM (Science, Technology, Engineering, Arts, Mathematics)
  - Special Education
  - Family Engagement

- Proposals must include two project outcomes, one of which describes the project's impact on students
- Only one application per teacher will be considered. Schools may submit multiple applications.
- Applications must be submitted by March 20, 2023 at 11:59 p.m.

### RECOMMENDATIONS

Special consideration will be given to projects that:

- Target students in need (students with special needs, low-SES, ELLs, etc.)
- Exhibit real-world impact
- Leverage community partnerships
- Span multiple disciplines
- Demonstrate potential to sustain beyond the funding cycle through in-kind support

For inspiration, check out the [Innovation Grant Quick Guide](#) by Intermediate Unit 1.







## TIMELINE

- WEDNESDAY, JANUARY 11 Request for Proposals released, application open
- WEDNESDAY, JANUARY 25 / 11:00 A.M. **Informational Session #1**
- TUESDAY, FEBRUARY 21 / 4:00 P.M. **Informational Session #2**
- MONDAY, MARCH 20 / 11:59 P.M. Application deadline
- JUNE 2023 Award notification and beginning of implementation period

# Application Preview

All proposals will be electronically submitted at [https://wvu.qualtrics.com/jfe/form/SV\\_09teBUoY5IDXDSK](https://wvu.qualtrics.com/jfe/form/SV_09teBUoY5IDXDSK)

To help you prepare for submission, the prompts are listed below.

## APPLICANT INFORMATION

1. Name
2. Title
3. Grade level(s)
4. Email address
5. Phone number
6. School name
7. School address
8. County
9. Secondary contact (school administrator, partner teacher, etc.)
10. Secondary contact name
11. Secondary contact email address
12. Secondary contact phone number

## PROJECT INFORMATION

1. Project title
2. Project category (select one)
  - a. Career and Technical Education and Entrepreneurship
  - b. STEAM
  - c. ELA
  - d. Special Education
  - e. Family Engagement
3. Project description (250 word maximum)
4. Describe the inspiration and innovation behind this project. How was this idea developed? How will it challenge traditional teaching practices and create new student learning experiences? (250 word maximum)

5. How will this project extend learning beyond school walls? Please include a description of any potential community partnerships. (150 word maximum)
6. Describe the challenges or barriers you or your students face. (150 word maximum)
7. Provide a clear timeline from planning to implementation and evaluation. Include start and end dates.

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## SUSTAINABILITY AND SCALE

8. How will this project address post-COVID-19 learning, and how will these classroom enhancements become permanent classroom innovations?
9. How do you plan to scale and/or share this project to reach more students and/or teachers?

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## PROJECT IMPACT

10. Outcome 1 – List an achievable student outcome that aligns with the purpose and scope of this project.
11. How will you measure success of outcome 1?
12. Outcome 2 – List an achievable outcome that aligns with the purpose and scope of this project.
13. How will you measure success of outcome 2?
14. What is/are the grade level(s) of impacted students?
15. How many students will this project directly impact?

*These outcomes will define the expectations of the grant if awarded.*

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## PROJECT BUDGET

16. Upload the budget form provided on page 5 of the RFP.

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## ADMINISTRATION ACKNOWLEDGMENT FORM

17. Upload the Administration Acknowledgement Form provided on page 6 of the RFP.

# Teacher Innovation Mini-Grant Budget Form

School Name: \_\_\_\_\_

School District/County: \_\_\_\_\_

Teacher Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

CATEGORY	REQUESTED AMOUNT	IN-KIND <i>(e.g., staff time, title funds, other grants, school district support)</i>	BUDGET JUSTIFICATION <i>Describe how the expenses align with the purpose of the grant</i>
Professional Development/ Technical Assistance			
Supplies			
Equipment			
Personnel <i>(Please include number of staff, rate, and time commitment)</i>			
<b>TOTAL</b>			

# Teacher Innovation Mini-Grant Administration Acknowledgment Form

*To be considered for funding, all Teacher Innovation Mini-Grant proposals must be supported by a school administrator.*

TEACHER INFORMATION	
Teacher Name	
School Name	
Title	
Phone	
Email	
Signature	
ADMINISTRATOR INFORMATION	
Name	
Title	
Email	
Signature	
PARTNER INFORMATION (optional)	
Partner Name	
Organization Name	
Title	
Phone	
Email	
Signature	





For specific inquiries, please contact the  
West Virginia Public Education Collaborative:

**DONNA PEDUTO**

Executive Director

[dpeduto@mail.wvu.edu](mailto:dpeduto@mail.wvu.edu)

**CANYON LOHNAS**

Program Specialist

[canyon.lohnas@mail.wvu.edu](mailto:canyon.lohnas@mail.wvu.edu)

[https://wvpec.wvu.edu/events-and-initiatives/  
teacher-innovation-mini-grant-program](https://wvpec.wvu.edu/events-and-initiatives/teacher-innovation-mini-grant-program)



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