



BEAUMONT FOUNDATION
of America
A NONPROFIT CORPORATION

2005 Education Grant Guidelines

The Beaumont Foundation of America (BFA), a nonprofit philanthropic organization, is dedicated to enriching the lives of individuals by providing technology to historically underserved schools and communities. We believe new technologies are the essential tools for progress in the 21st century, and that given access to digital information, people will have an equal opportunity to advance socially, economically and intellectually. The Foundation is committed to the principle of digital inclusion, meaningful participation and information literacy, with the mission of providing access to information for everyone, everywhere, anytime.

Established with funds generated by the settlement of an historic \$2.1 billion class action lawsuit, the Foundation will use \$350 million in unclaimed funds to provide state-of-the-art Toshiba-branded equipment to individuals and institutions in all 50 states and the District of Columbia. In 2004, the Foundation will award grants in 29 states (Group B) and in 2005, in the remaining 21 states and the District of Columbia (Group A). Additional grants will be available in subsequent years.

Group A States		Group B States	
Alabama	Nebraska	Arizona	Minnesota
Alaska	New Mexico	Arkansas	Missouri
California	New York	Connecticut	Nevada
Colorado	North Dakota	Delaware	New Hampshire
District of Columbia	Oregon	Florida	New Jersey
Hawaii	South Dakota	Georgia	North Carolina
Idaho	Texas	Indiana	Ohio
Illinois	Virginia	Iowa	Oklahoma
Kansas	Washington	Kentucky	Pennsylvania
Mississippi	West Virginia	Louisiana	Rhode Island
Montana	Wyoming	Maine	South Carolina
		Maryland	Tennessee
		Massachusetts	Utah
		Michigan	Vermont
			Wisconsin

The Foundation assists public, private, parochial, and charter schools as well as institutions, nonprofit organizations and government agencies in gaining access to technology tools that make

the information age a reality for all. Collaboration between community-based entities and schools is required.

2005 Education Grantmaking Goals

The Foundation seeks to award schools that:

- Support efforts of digital equity and inclusion.
- Assist the Foundation in its effort to influence national education policy.
- Provide projects focused toward specific populations in the K-12 community.
- Supplement, not supplant, school technology efforts.
- Seek to support, not displace, school technology budget.
- Promote maximum use of technology during and beyond the school day.
- Encourage collaborations among schools, homes and communities.
- Promote technology as a tool for learning and communication.

General Information

- Education grants are available for eligible public, private, charter, and parochial schools serving underprivileged populations.
- Awards are state-of-the-art wireless laptop computers and technology equipment. No monetary awards are available.
- Schools may apply for up to three 15-laptop wireless bundles. Quantity requested must be based on number of students served by the project and project objectives.
- An average award is two 15-laptop wireless mobile bundles; maximum grant award is three bundles.
- A school must complete a Letter of Interest (LOI). If the LOI meets Foundation standards, the school may receive an invitation to submit a formal application.
- The Foundation will accept only one application per site. An association with multiple sites must submit a separate application for each site.

Eligibility for 2005 Education Grants

Eligibility requirements apply at the time of application. Any school submitting an application must meet the following criteria:

- At least 50% of school student population must be eligible for National School Lunch Program (Refer to eligibility guidelines). Private, parochial or charter schools are eligible to apply if 50% of students' family income meets NSLP eligibility guidelines.
- "Group A" states are eligible for 2005 grants: Alabama, Alaska, California, Colorado, District of Columbia, Hawaii, Idaho, Illinois, Kansas, Mississippi, Montana, Nebraska, New Mexico, New York, North Dakota, Oregon, South Dakota, Texas, Virginia, Washington, West Virginia, and Wyoming.
- A site-specific project plan must be developed for the technology.
- Schools must have a community collaborative partner for the proposed project.
- The school must have been established for three or more years.
- Internet connectivity is required.

- The school must develop a plan for maximum use of equipment, including during non-school hours.
- A current school technology plan must be in place.
- Technical support must be available to the program.
- The school or district must offer opportunities for professional development for staff to integrate technology into teaching and learning.

Timelines

Letter of Interest Timeline

- PDF version of the Letter of Interest and guidelines available from September 1 to October 22, 2004.
- Letters of Interest will be accepted online beginning October 4 through 22, 2004.
- Anticipated date for BFA letters of invitation and denial is mid-December.

Application Timeline

- PDF version of the application will be available online from December 13 through January 28, 2005.
- Only schools that submitted an online Letter of Interest and are then invited can access the Foundation's online application.
- Applications will be accepted online beginning January 4 through 28, 2005.
- Denial and award letters will be sent by mid-May.

Requirements

The following will be required of all grant recipients:

Participation

- Awardees will sign a Statement of Agreement that sets forth in writing the terms and conditions of the grant.
- Awardees will submit three reports through the life of project, according to the schedule set forth by BFA.
- Awardees will participate in an online BFA orientation.

Recognition

- Awarded grants may be featured on the BFA website or in BFA publications.
- Some highly successful and innovative projects may receive additional recognition at national education conferences and Foundation symposiums. If asked to present, all travel and lodging will be paid by BFA.

Evaluation

- Project proposals must include an evaluation plan.
- Awardees may be required to participate in project evaluation under the direction of an independent third-party evaluator. The goal is to gather information on the effectiveness of technology use with underprivileged populations in the United States.
- Awardees will conduct evaluations specific to their projects and may participate in general project evaluation conducted by an outside evaluator.

Equipment

- BFA grants state-of-the-art Toshiba-branded equipment only. Successful grant applicants, if requested by the Foundation, must cover cost of the entire project, including staff salaries, software, professional development, technical training, Internet access, consultant services, total cost of ownership, etc.
- Equipment requests should be proportionate to the project design and population served by the project.

Screening Criteria

All applicants will be screened according to the following criteria:

Completeness

- Submission is complete and received by the deadline.

Programmatic Readiness

- School has been operational for three or more years.
- Project design includes appropriately trained, experienced staff.
- Partners provide online letter of support.

Analysis of Technological Readiness

- Toshiba hardware can be connected to the Internet at the project site.
- Staff has ability to install and maintain equipment.
- Technology support is available.
- Program has access to software appropriate to project design.

Infrastructure

- Applicant has dedicated space that adheres to federal, state and local codes.
- Physical space is adequate for proposed project.
- Physical space has appropriate climate control, such as air conditioning and heat.
- Physical space is secure (deadbolt installed on solid wood or metal doors and/or security system).

Selection Criteria

Applications will be reviewed according to criteria below. The Foundation reserves the right to make awards outside these criteria. Applications will be accepted only online on the BFA website.

The following preferred criteria will be favored in the selection process:

A project plan that includes:

- Specific focused goals and objectives
- A detailed evaluation plan
- An identified primary audience (e.g., 5th grade class, Advanced English class)
- Shared leadership with teacher buy-in
- Significant use of technology during non-school hours
- Strong parent/community/business partnerships
- An Instructional Technologist on staff

- A funded professional development plan
- Projects targeting middle or high school students
- Sponsoring elected official

A history of:

- Incorporating successful new programs
- Integrating technology into teaching, learning and communication
- Providing educational opportunities for parents and community members
- Notable achievements and awards within the last three years

The Beaumont Foundation of America supports:

- Efforts of digital equity and inclusion
- Efforts to influence national education policy
- Projects focused toward specific populations in the K-12 community
- Projects using technology as a tool for learning and communication

The Beaumont Foundation of America will *not* fund the following:

- Schools not meeting minimum criteria as outlined above
- Vague project plan
- Projects to supplant school technology efforts
- Projects to displace school technology budget
- Projects primarily for administrative purposes
- Projects using computer labs solely for state standards testing
- Projects with insufficient technology support
- Boilerplate Letters of Interest generated by a district that do not reflect an individual school's project

When reviewing applications, the Foundation seeks proposals that address the following:

<p>Organization Information (0 Points)</p>	<p>Provide site and staff information for your school. Each position will play a key role in the grant cycle. The <i>Administrator</i> provides overall project leadership and works closely with the Project Director to ensure project success. The <i>Person Submitting</i> completes the application and submits it to the Foundation. The <i>Project Director</i> coordinates daily project activities and is the primary contact for the Foundation.</p> <p>The person designated as <i>Technology Support</i> installs and maintains the technology equipment. The <i>Instructional Technologist</i> works with staff to integrate technology into the curriculum. The <i>Elected Official</i> is familiar with the work of your school and may be a local, county, state, or national official. Please be advised that by providing the phone number of the sponsoring official, you give us permission to contact the person to ask for a reference. Also note that this position is optional, but highly recommended.</p>
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<p><i>School Profile</i> (3 Points)</p>	<p>Provide a “snapshot” of your school in this section. What has affected trends in student accountability ratings? Have testing standards been consistent over the past three years?</p> <p>What awards, recognition or major accomplishments has your school received within the last three years? What makes your school remarkable? Has your Administrator recently received a leadership award? Have faculty/staff been recognized as outstanding teachers or subject leaders by their peers?</p> <p>What is your school’s history? What is the mission and vision of your school and how do you serve students and community? What challenges do students face?</p> <p>Do community stakeholders support this project? Describe recent projects with parents and community members that demonstrate a history of successful collaboration with your school. How are collaboration and communication supported throughout the community?</p>
<p><i>Current Technology Infrastructure and Equipment Security</i> (8 Points)</p>	<p>Describe your current technology infrastructure. How do your students currently use technology in your school? How many computers are in classrooms, excluding computer labs? In which subject areas is the technology used and how?</p> <p>Describe technology support staff available to this project, including instructional technology personnel and technical support staff. Is there appropriate, qualified staff dedicated to the project? Do you have an experienced staff person capable of installing and maintaining granted technology equipment? Do they have experience with wireless technology? Is there on-site technical assistance? What are the background and qualifications of instructional technologist?</p> <p>Describe the physical space for use and storage of laptops, including key control policy. Where will laptops be stored when not in use?</p>
<p><i>Project Description</i> (13 Points)</p>	<p>The project overview provides a comprehensive summary of all components of the Project Description section. Who will be served by this project and how will they benefit? How does this project address providing technology access and technical skills to underserved students? Does this project enhance the lives of students and assist with their education? Does it support new opportunities for the school? How will computers be used during school hours, before and after school, evenings and weekends, and during summer months? What software applications will be used in the project? What</p>

	value will collaborative partners add to this project?
Goals and Objectives (9 Points)	Are the goal and objectives clear, measurable and reasonable? Objectives should be project-related, not broad school goals, e.g., raising achievement scores. Do objectives and activities correlate with the goal? Do objectives reflect exactly what you hope to accomplish and influence groups that will use the technology? Clearly explain performance outcomes for each objective. Are they measurable? Include the frequency of each activity.
Project Team (10 Points)	Leadership plays an essential role in the success of technology projects. What are the recent experiences and accomplishments of the Administrator, Project Director and Instructional Technologist that allow them to carry out their roles in this project? Does the project team reflect shared leadership and responsibilities?
Staff Development (7 Points)	Does the instructional staff involved in the project have experience integrating technology into the curriculum? How does the applicant address planned staff development/training? Who will be trained? Will staff development lead to increased integration of technology into daily classroom activities? How often will training be offered? How will staff development activities be funded?
Partnerships and Collaborations (7 Points)	Partnerships must be viewed as sustainable and vital to the vision you have for this project. Does the proposal detail a collaboration or partnership with at least one entity that provides true value to the project such as training, technical support, curriculum development? Is this a new partner relationship or an established one with a history of collaborative projects with your school? Will the project establish partnerships among nonprofit groups, local businesses, business leaders, or schools to extend use and benefits of technology? Do partners understand their role and demonstrate commitment to the project?
Evaluation (4 Points)	Is the evaluation plan simple and easy to implement? Is it clearly linked to project goals? Are procedures for both data collection and analysis included? Who will be responsible for internal evaluation? How will the evaluation data be used to modify ongoing project activities?
Sustainability (5 Points)	How will the project be sustained? Is applicant capable of keeping pace with equipment and software upgrades that may

	be required to sustain this project? Has the applicant identified funding allocation for staff training, appropriate software acquisition and ongoing technical support? If grants are the primary source of fiscal support for this project, how will the applicant shift to internal funding if these sources are unavailable?
Budget (0 Points)	Is the technology requested appropriate for project design and numbers served by the project?
Clarity (3 Points)	Are all components clear, succinct and reasonable?

Submitting Your Application

The Foundation will accept applications only from selected Letters of Interest, and proposals must be submitted through the BFA website. The online application does not support pictures or attachments.

Contact Information

866-546-2667 toll-free
www.bmtfoundation.com