2023-2024 Service Learning Award Application

In addition to completing this web form, you will be required to upload the following signed documents before submitting your application:

--Principal's approval form
--Budget proposal form
--Service Partner form

Are you applying for a Ready-to-Go project?

- ○ HNOC
- ○ The Green Project
- ○ UNITY - LaFHAC

School Information

School Name _____

School Street Address _____

City, State, Zip Code _____

School Phone Number _____

School Principal _____

School Principal's Email Address _____

Grant Writer Name _____

Grant Writer's Title _____

Is the grant writer also the teacher implementing the plan? _____

Grant Writer's Work Email Address _____

Grant Writer's Summer Email Address _____

Grant Writer's Summer Phone Number _____

Teacher/Project Managing the Project* (If different from the grant writer) _____

Teacher Summer Phone Number _____

Teacher Work Email Address _____

Teacher Summer Email Address _____

Collaborating Teachers' Names _____

Demographics

<u>Grant Region</u>

- o Louisiana
- o Mississippi

<u>Primary School Population</u>

- o Elementary School (PreK-5)
- o Middle School (6-8)
- o High School (8-12;9-12)
- o PreK-8
- o PreK-12

<u>School Type</u>

- o Public
- o Private

<u>Approximately, how many of your students receive free and reduced lunch?</u>

- o 0-10%
- o 0-25%
- o 26-50%
- o 51-75%
- o 76-100%

<u>Grade level of project participants. Check all that apply.</u>

- o PreK
- o 1
- o 2
- o 3
- o 4
- o 5
- o 6
- o 7
- o 8
- o 9

- 10
- 11
- 12

Will SPED students be executing the project?

- Yes
- No

Class subject(s) covered in service learning project. Check all that apply.

- Math
- English/Language Arts
- Science
- Social Studies
- Physical Education
- Visual Arts
- World Language (e.g. Latin, German)
- Religious Studies
- Computer Technology
- Music
- Agriculture
- STEM
- Other

If other, please specify. _____

How many students are participating in the project? _____

How many individuals will be impacted by the service?

- 1-10
- 10-50
- 50-100
- 100-250
- 250-500
- 500+

Which of the following describes your project?

- New
- Continuing
- Rollover

If you checked the "continuing" box, what adjustments or improvements you are making this year? _____

Eligibility

Acknowledgement (Check box): I understand that the teacher implementing the service plan is required to attend a service learning workshop by _____.

Acknowledgement (Check box): This application represents a service learning project for a school course or classroom; I understand that grant awards do not fund extracurricular activities such as school clubs (or the community service projects of a club).

Service Partners

Service Partner Organization:

Partner Contact Person:

Partner Contact Phone Number:

Partner Contact Email Address:

Number of times that students will meet with the service partner:

About the Project

Which of the following best describes the community need(s) that this project addresses? Check all that apply.

- o Hunger/Food Insecurity
- o Homelessness/Affordable Housing
- o Literacy/Education
- o Animal Welfare
- o Care for the Elderly
- o Care for Veterans
- o Environment/Climate
- o Diversity & Inclusion
- o Alcohol/Drug Abuse
- o Crime/Violence/Safety
- o Poverty/Unemployment
- o Other

If other, please provide details. _____

Please provide a brief overview of your service learning project. Include details about community need, service action, and your project's S.M.A.R.T. goal(s) for addressing the community need.

How will you include the root causes of the community need in your lesson plans?

Please list academic benchmarks/objectives/standards of the project for each applicable grade level and subject. Be specific about how the service connects to your curriculum.

Funded programs must follow the IPARD (Investigation, Preparation, Action, Reflection, and Demonstration) model developed by National Youth Leadership Council (NYLC). How will you introduce the NYLC definition of service learning and IPARD cycle to students?

Youth voice is an important component of service learning. Provide examples of the student decision-making and leadership opportunities that are woven into your service learning project.

What process will you use to ensure needs are identified and not just assumed?

Describe your lesson plan(s) for step 1 of IPARD, investigation.

Describe your lesson plan(s) for step 2, planning and preparing. Include SMART goals.

Describe your lesson plan(s) for step 3, action -- including progress monitoring. Include the specific tasks to be performed by the students.

How will students measure/evaluate their progress? How will students know whether they are meeting their goals?

Describe the assessments you will use to evaluate student work.

Reflection exercises should occur at least three times -- during pre-service, service, and post-service periods, and exercises should vary throughout the project. Samples of reflection are a component of the final report. Which of the following reflection techniques will you use with students? Check all that apply.

- KWL
- Journaling
- Exit tickers
- Essays
- Discussion
- What? So What? Now What?
- Four-Part Table
- Artwork
- Other

If other, please provide details.

Describe your plan(s) for step 5, demonstration. How will students showcase their work to the school community, service partners, and others?

Project Timeline

Note: Project expense reports are generally due in early May; projects should be completed before May.

When will you begin the investigation phase (Step 1 of the IPARD model) of the project?

When will you begin the planning and preparation phase of the project?

When will you begin the action phase of the project?

When will you begin the demonstration phase of the project?

Budget Proposal

Amount requested:

- $0-500
- $500-1000
- $1000-2000
- $2000+

Will you be doing any fundraising to support the costs of this project?

Additional Comments _____

Service Learning Award Application - Principal's Approval Form

School Name _____

Project Title _____

I have reviewed the service learning proposal and application. To the best of my knowledge, the service learning plan conforms to the rules and regulations of the school board and/or school trustees, and is a beneficial activity for the school. The proposal has the support of the students, administrators, and the teachers.

Principal's Name _____

Principal's Signature _____

Date _____

Service Learning Award Application - Budget Proposal Form

Sample proposal:

Item	Number of items	Cost per item	Total Cost
Transportation	2 buses	$250	$500
Sandwich bags	50	$5.49/12 pack	$27.45 (5 packs)

Total Amount Requested: $527.45

Item	Number of items	Cost per item	Total Cost

Total Amount Requested: _____

Please list any items that your students will collect in a drive or through a fundraiser in connection with this proposal. _____

<u>Service Learning Award Application - Service Partner Form</u>

Service Partner Organization _____

Service Partner Address _____

Service Partner Coordinator Name & Title _____

Coordinator Phone Number _____

Coordinator Email Address _____

School Name _____

Project Title _____

Project Timeline _____

Project Description:

_____

Coordinator's Signature _____

Date _____