

# Grants and Research Office (GRO)

INNOVATION THROUGH COLLABORATION  
Intermediate Districts 287 and Northeast Metro 916



## GRO-o-gram January 2006

**NOTICE!** We are changing the user name and password to the GRO web site on February 1. If you work in District 287, 916 or a member district (see list in #2 below), you are automatically entitled to a membership. To receive the new access information, go to the GRO website: [www.grantsandresearchhelp.us](http://www.grantsandresearchhelp.us) and click on become a member in the left column. Fill out your current information, and a new password will be sent back to your e-mail address. If you are not a 287/916 district member, you can join the Grants and Research Office as an associate member (see #3 below).

To receive full access to the web site, workshop discounts, the GRO-o-gram, and individualized grant searches, we encourage you to join us as an official member! If you have questions regarding GRO services or GRO membership, please e-mail us at [info@grantsandresearchhelp.us](mailto:info@grantsandresearchhelp.us)

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## 1. DIFFERENTIATED LITERACY WORKSHOPS 3-21 or 3-22

As part of our Differentiated Instruction for All (DIAL) Project, the Grants and Research Office (GRO) proudly announces two workshops entitled **Differentiated Literacy Strategies for K-12 Student Growth and Achievement**. Liz Kuzmich, an educational consultant and author from Loveland, CO will facilitate two day-long sessions, one for elementary teachers on March 21 and one on March 22 for secondary teachers.

Each session will examine research-based, data-driven strategies that address literacy learning in the differentiated classroom. Participants will explore the highest pay-off strategies to accelerate literacy learning for all K-12 readers, writers, speakers, and listeners in diverse elementary and secondary classrooms.

**Liz Kuzmich** is a Senior Consultant for the International Center for Leadership in Education. Lin has provided training and consulting to school districts around the country and has presented at numerous national conferences. Some of her publications include *Differentiated Literacy Strategies for Student Growth and Achievement in Grades K-6*, *Differentiated Literacy Strategies for Student Growth and Achievement in Grades 7-12*, and *Data Driven Differentiation in the Standards-Based Classroom*.

Both sessions will be held at the Intermediate District 287 Service Center, 1820 N Xenium Lane, Plymouth, MN 55441. Each session is from 8:30 to 3:30 and worth 6 hours of CEU's. Cost to GRO Members: \$120; Non-GRO Members: \$150

**To register:** Go to: <http://www.prepcenter.org>. If you have difficulty with online registration, contact the PREP Center at 763-550-7274.

**Questions?** Contact Duane Udstuen, GRO Research-to-Practice Consultant, [dhudstuen@district287.org](mailto:dhudstuen@district287.org). For additional information on the DIAL Project go to: <http://www.grantsandresearchhelp.us>. Click on "Differentiated Instruction."

## 2. GRO WEB SITE USER NAME & PASSWORD TO CHANGE 2-1

We are changing the user name and password for the Grants and Research Office web site on February 1. At this time, any employee of Districts 287, 916, and our 24 member districts will need to go to the web site [www.grantsandresearchhelp.us](http://www.grantsandresearchhelp.us) and click on become a member. (If you don't know if your district is a member, see list below). A new user name and password will be sent back to you at your e-mail address.

If you work outside our suburban districts or in greater Minnesota, you can now join as an associate member. If you are interested in joining as an individual, see information in #3 below. If you are interested in our district or individual school membership options, please e-mail your request to [info@grantsandresearchhelp.us](mailto:info@grantsandresearchhelp.us).

All employees of member districts of 287 and 916 (24 total) are eligible members of GRO. The member districts of the Grants and Research Office include:

287 Member Districts

Bloomington School #271  
Brooklyn Center #286  
Eden Prairie #272  
Edina #273  
Hopkins #270  
Minnetonka #276  
Orono #278  
Osseo #279  
Richfield #280  
Robbinsdale #281  
St. Louis Park #283  
Wayzata #284  
Westonka #277

916 Member Districts

Centennial #12  
Columbia Heights #13  
Mahtomedi #832  
Moundsview #621  
N. St. Paul/Maplewood/Oakdale #622  
North Branch #138  
Roseville #623  
South Washington County #833  
Spring Lake Park #16  
Stillwater #834  
White Bear Lake #624

### 3. GRO ASSOCIATE MEMBERSHIP OPTIONS

If you work outside our suburban districts or in greater Minnesota, you can now join the Grants and Research Office (GRO). Associate memberships are available for individual schools, school districts, school organizations, or for individual staff members. You can make your job easier using the research and grant information that we offer on the GRO web site and in our e-newsletter, the GRO-o-gram. We also offer networking opportunities, grant consultation, and discounted rates for trainings and forums.

Cost for individual school or school district memberships are pro-rated according to the size of the school or school district. If you are interested in a school membership or our district member option, please contact us at [info@grantsandresearchhelp.us](mailto:info@grantsandresearchhelp.us)

If you are a curriculum specialist, a grant writer, or in charge of professional development, consider our individual membership options. The Grants and Research Office offers two individual categories of membership:

**Individual Basic** is \$30 and includes:

- Web-based Services and Resources
- Customized Grant Searches
- Membership Gift

**Individual Comprehensive** is \$60 and includes:

- Web-based Services and Resources
- Grant Consultation
- Comprehensive Monthly Online Newsletter
- Discounts to Workshops and Other Events
- Membership Gift

If you join anytime within an academic year, your membership benefits extend throughout the next academic year.

To join, send the membership fee and your name, school/district, address, phone number and e-mail address to Linda Ebert, Grants and Research Office, Intermediate District 287, 1820 Xenium Lane N., Plymouth, MN 55441. ***Your membership will be activated with access information that will be sent with your membership gift.***

#### **4. MDE LITERACY WORKSHOPS**

The Minnesota Department of Education (MDE) is offering three workshops related to literacy during February and March. All workshops will be held at MDE, 8:30 to 3:30.

**Quality Phonics Instruction for All Grade Levels** on Feb. 7 or March 16. Reading consultant Norann Lafon will provide an overview of the inclusiveness of phonics as a continuum in reading. \$50 per person. To view full flyer with registration information: <http://education.state.mn.us/mde/static/008423.pdf>

**Quality Reading Instruction and Assessment, Grades K-6** is a two-day workshop on Thursday and Friday, Feb. 9-10. Sue Klund and Jan Ferraro will provide teachers with quality reading instructional and assessment resources that will assist in planning effective lessons and monitoring student progress and growth. \$65 per person. To view full flyer with registration information: <http://education.state.mn.us/mde/static/008425.pdf>

**Adolescent Thinking and Learning: Integrating Quality Reading Instruction into the Content Areas** is a two-day workshop on Monday and Tuesday, Feb. 27-28. Janice Vorman-Smith and Sharon Hexum-Platzer will share strategies for evaluating texts and materials used in your classroom, teaching and developing student vocabulary, and assisting students in becoming strategic readers and learners. \$65 per person. To view full flyer with registration information: <http://education.state.mn.us/mde/static/008424.pdf>

**Questions?** Contact Jacqui Steele at 651.582.8852 or [jacqui.steele@state.mn.us](mailto:jacqui.steele@state.mn.us)

#### **5. GRANTSEEKING FOR BEGINNERS SEMINAR (MCF) 3-22**

The Minnesota Council on Foundations' popular **Grantseeking for Beginners** seminar will be offered on March 22, 2006 from 8:30-3:30 at the Continuing Education and Conference Center, University of Minnesota's St. Paul Campus, 1890 Buford Ave, St. Paul, MN 55108. This seminar provides essential information for grantseekers interested in learning the basics of grantwriting. Presenters include fundraising consultants, foundation representatives, and other leaders in Minnesota's grantmaking field.

The seminar will help you to:

- Enhance your ability to identify potential funding sources in an informed and well-researched manner by examining the most commonly used directories - including electronic sources.
- Review the proposal development process and pinpoint key elements and information to include in your grant proposals - including budget development.
- Present the proposal review and decision-making process from a grantmaker's point of view during a grantmaker panel discussion.

Cost for the seminar is \$95. Cost includes lunch, refreshments, program materials and related costs. For more information and to register go to:

<http://www.mcf.org/MCF/grant/beginners.htm> Questions? Contact the Minnesota Council of Foundations by Phone: 612.338.1989 or E-mail: [info@mcf.org](mailto:info@mcf.org)

## **6. GRANT SEARCH HELP REQUEST FORM**

Do you have a program or project for which you need funds? If you are a GRO member, we can provide you with a prospective grant list and link you to funders. Besides identifying community and regional foundations, we can also search a national database for grant prospects. Just fill out our short [grant search help request form](#) available on our web site. Describe your project and the difference you'd like it to make, and we'll send you some grant funder ideas and creative ways to find community support.

## **7. GRANT FUNDS FOR SMALLER LEARNING COMMUNITIES**

The U.S. Department of Education has allocated \$950,000 to award up to 50 Smaller Learning Communities Grants for 2006-2007. The U.S. Department of Education will issue application materials on March 27, 2006. GRO will notify members when application materials are issued. Grant application proposals will be due on May 31, 2006. For resource materials on Personalizing the High School Learning Experience go to <http://www.grantsandresearchhelp.us/> and click on Personalized Learning.

## **8. GRANT TIP: Introducing your School / District**

At the beginning of a grant proposal, it is important to briefly introduce your school or district to the funder. This introduction helps them to see you as a trustworthy partner.

**School Introduction-** In two or three paragraphs tell the funder about your school and why you can be trusted to use its funds effectively. Briefly summarize your school and/or district's history. Describe your mission, whom you serve, and your track record of achievement. Clearly describe, or at least list, your programs. If your programs are

many or complex, consider adding an organization chart as an attachment that explains them. Describe your budget size, where you are located, and the key leaders in your school and others who carry out the work related to your project. Add details that build the credibility of your group. If other groups in your region work on the same issues, explain how they are different and how you collaborate with them, if you do.

Even if you have received funds from this grantmaker before, your introduction should be complete. Funders sometimes hire outside proposal reviewers who may not be familiar with your school and/or district.

Adapted from *Writing a Successful Grant Proposal*, MN Council on Foundations  
<http://www.mcf.org/mcf/grant/writing.htm>

## 9. GRANT FUNDER PROFILE: The St. Paul Foundation

Schools, school districts and their partners serving east metro residents (Ramsey, Dakota and Washington Counties) can apply for program funding from the St. Paul Foundation. In 1998, The Saint Paul Foundation adopted a 10-year strategic grantmaking plan designed to address Saint Paul and surrounding communities' critical issues.

- **Quality Education** -*To assure that people of all ages and racial and ethnic backgrounds have access to high quality, culturally appropriate educational instruction and support that will maximize their personal success.*
- **An anti-racist community.**
- **Economic development** for disadvantaged people and communities.
- **Strong families** that provide healthy development for children and youth.

To see if your project fits the Foundation's guidelines and interests, applicants may submit a letter of inquiry describing the proposed project before preparing a full proposal. Instructions are available on their web site. **The St. Paul Foundation**  
[www.saintpaulfoundation.org](http://www.saintpaulfoundation.org) 651.224.5463 [inbox@saintpaulfoundation.org](mailto:inbox@saintpaulfoundation.org)

## 10. SCHOOL FUNDRAISING IDEA: Computer Donations

Many schools are looking for good computers. Here are two good sources:

- **Minnesota Computers for Schools** [www.mncfs.org](http://www.mncfs.org) accepts quality used computers from businesses and refurbishes them to make them available for schools and districts in MN for a fraction of the retail value. They often have complete computer labs for sale at great prices. To place an order and arrange for the shipping or delivery of computer donations please contact: **Minnesota Computers for Schools** Chris Dopkins, Business Manager, 651.779.2816  
[cdopkins@stw.doc.state.mn.us](mailto:cdopkins@stw.doc.state.mn.us)

- **Your school's Parent Teacher Organization (PTO).** Once you know your basic requirements for the computers you need for classroom or school you may be able to ask your school's PTO to ask their members to seek donated computers meeting those requirements from their home or place of employment.

**Here are the keys to finding low cost or free, quality computers for your school:**

- A. Contact your school or district technology coordinator.** Tell them the purpose for which you are seeking computers so they can tell you the **bottom line requirements** for the computers you will purchase or accept (speed, memory, operating system.) For most uses you will need a computer with a Pentium III processor or higher. Do not accept donated computers that don't meet your bottom line requirements.
- B. Shop and compare.** It is easy to shop on line to compare prices on quality used and new computers. For example you can compare computers available from **Minnesota Computers for Schools** [www.mncfs.org](http://www.mncfs.org) with new and used computers available for k-12 schools from **Dell:** [www.dell.com](http://www.dell.com) **Apple:** [www.apple.com](http://www.apple.com) or **IBM:** <http://www-03.ibm.com/industries/education/index.jsp> Make sure you find out about purchasing relationships your district has established with computer vendors.
- C. Make a plan for maintaining your computers.** Talk with your district's technology coordinator to find out your district's resources for setting up and maintaining computers and computer labs. If you are purchasing your computers find out if the company offers warranties and support.

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**Rachel Hefte, GRO Grants Manager & GRO-o-gram Editor**

Send comments, suggestions, and ideas to: [rmhefte@district287.org](mailto:rmhefte@district287.org)