LAWRENCE TOWNSHIP SCHOOL FOUNDATION

01 / ELIGIBILITY & OPPORTUNITIES

Your Big Idea Starts Here

Creative Impact Grants help Lawrence Township educators bring innovative learning opportunities to life. This guide summarizes eligibility, funding considerations, and the application process.

Who may apply?

MSD of Lawrence Township teachers, instructional staff, counselors, administrators, and other school-based employees. Individual educators, grade-level teams, departments, and Professional Learning Communities are encouraged to apply. Collaborative proposals are welcome. **Principal endorsement is required.**

What can grants fund?

- **Innovative Instruction:** Creative teaching approaches, pilot programs, and instructional strategies.
- **Hands-On Learning:** STEM, STEAM, literacy, arts, and experiential learning.
- **Educational Experiences:** Cultural enrichment, field experiences, artist residencies, and community-connected learning.
- **Student Development:** Wellness, leadership, belonging, and social-emotional growth.
- **Inclusive Learning:** Expanding access and engagement for diverse student populations.
- **Collaborative Initiatives:** Projects benefiting teams, departments, schools, or multiple classrooms.

Core principle: Grants support new ideas or meaningful expansions of educational opportunities—not routine school or district funding.

Build a Strong Application

1. Innovation & Creativity

Introduce a new approach or meaningfully enhance an existing one.

2. Student Need & Educational Value

Identify the need and explain how student learning or development improves.

3. Meaningful Student Impact

Describe who benefits, how many students are served, and anticipated outcomes.

4. Implementation & Budget

Provide a realistic timeline, itemized budget, and clear use of funds.

5. Evaluation & Sustainability

Explain how success will be measured and benefits may continue.

Funding priorities

Reviewers may favor projects addressing clear needs, providing otherwise unavailable opportunities, demonstrating collaboration, reaching meaningful student groups, measuring results, or offering potential to expand or replicate. **A smaller project can be competitive when its depth of impact is clear.**

Program or experience?

Program: An organized initiative or instructional approach designed to produce measurable outcomes over time, such as literacy intervention or student leadership.

Experience: A direct learning opportunity involving participation, exploration, or exposure, such as an artist residency or immersive field experience. Neither category is inherently preferred.

Funding Guidelines

Creative Impact Grants generally do not support the following expenses:

• **Routine operations:** Standard supplies, replacements, or costs ordinarily covered by school or district budgets.

• **Personnel:** Salaries, stipends, substitute teachers, or additional-duty compensation.

• **Professional development:** Employee conferences, training, and travel; explore the Susan Jordan scholarship instead.

• **Clubs and extracurriculars:** Routine club or team operating costs, participation fees, uniforms, and travel.

• **Recurring expenses:** Subscriptions or ongoing programs without a clear sustainability plan.

• **Celebrations and promotion:** Food, parties, incentives, apparel, or promotional materials unless essential to learning objectives.

• **Past expenses:** Completed projects or purchases made before approval.

• **Individual assistance:** Individual financial or basic needs; consider the LTSF Bridge Fund.

• **Facilities and technology:** Building modifications, capital improvements, or personal computing devices without appropriate district approval.

LTSF determines whether expenses align with the purpose and priorities of the program.

From Idea to Impact

Before applying

• Discuss the project with your principal and confirm endorsement.

• Check whether other school, district, Title I, technology, federal, or departmental funding is available.

• Develop an itemized budget with realistic costs and vendor estimates when possible.

• Define measurable outcomes and the evidence you will collect.

• Proofread the full application for clarity, accuracy, and completeness.

Application process

1. Develop: Identify a creative project addressing a student need.

2. Prepare: Gather budget, outcomes, timeline, and supporting information.

3. Submit: Apply through the LTSF Grant Portal by the posted deadline; principal endorsement is required.

4. Review: The committee evaluates proposals and notifies applicants during the published window.

5. Implement & Share: Complete the project, follow purchasing procedures, and report results.

If awarded

Use funds only for approved expenses; follow LTSF financial procedures; obtain approval before material changes; complete the project within the grant period; retain receipts; submit the final report; return unused funds as directed; acknowledge LTSF support and share project impact when requested.

For current dates, forms, and the application portal: visit the Creative Impact Grants page on the LTSF website.