



ARRL Education & Technology Program Progress Grant Application

Amateur Radio is a significant resource for the classroom teacher in the education of America's youth for life and work in a global, technological society. Applications of wireless technology in the classroom help children to become employable, informed, conscientious citizens. ARRL, the national association for Amateur Radio, has developed an education program to introduce teachers to this resource and enable them to make the most effective use of it in their classrooms.

The Education & Technology Program offers three types of resources to teachers and schools.

1. Resources for instruction, including kits and projects
2. A professional development opportunity, the Teachers Institute on Wireless Technology (open to licensed and unlicensed teachers)
3. Grants for radio stations and related equipment

Teachers who enrich their classrooms through imaginative means such as Amateur Radio often must do so at their personal expense. The purpose of the ARRL's Education & Technology Program Progress Grant is to offer modest financial support to those teachers who are currently using Amateur Radio in their classrooms as an instructional tool and who need financial assistance for specific purposes. The grant is meant to supplement (not supplant) existing resources for such things as Amateur Radio license manuals and instructor guides, station upkeep and maintenance (e.g., replacing a worn cable, equipment repair), upgrades (e.g., replacing a satellite-tracking computer program with an updated version), and various supplies and consumables. Progress Grants have a limit of \$500 per school year. Teachers/schools are also expected to seek funding support to sustain their Amateur Radio program from other sources within the local community, from local Amateur Radio clubs, from local businesses interested in supporting wireless technology education and from parent and school organizations that support educational opportunities through fundraising. Evidence of efforts to obtain funding for activities from other sources will be a consideration for awarding future Progress Grants.

It is the ARRL's hope that through these grants, schools will be able to continue to enhance learning through hands-on practical application of mathematical and scientific principals as applied to wireless communications.

Qualifying schools must be located in the US and be a 501(c)(3) non-profit school organization.

The application on the following pages should be used as a template for the school's grant application. Clarifying guidance is given in each section of the application to help the applicant provide relevant information for consideration. Applicants should remove the clarifying information and replace it with the specific information for the applying school. Applications that provide a clear plan for use of the resources and state clear learning objectives are most likely to receive approval. If you have questions about the application or the application process do not hesitate to contact Debra Johnson, K1DMJ, Education Services Manager, at the phone number or e-mail address below.

Schools should submit the application to the address provided at the end of the application. The ARRL accepts applications for **deadlines on November 1 and May 1** of each year. Applications will be reviewed by a committee of the ARRL Board of Directors. Schools are usually notified of application decisions within 90 days after the application deadline. Schools that have been awarded a grant will be asked to complete a letter of acceptance acknowledging their compliance with the expectations of the grant award.

Direct questions and send applications to:
ARRL Education & Technology Program

ARRL The national association for
AMATEUR RADIO

Attn: Debra Johnson, K1DMJ
225 Main Street
Newington, CT 06111

Phone number: (860)-594-0296 e-mail: djohnson@arrl.org



ARRL Education & Technology Program Progress Grant Application

Date of Application: _____

Applicant Name: _____ Call Sign (not required) _____

Home Address: _____

_____ City State ZIP

Home Phone: _____

E-Mail Address: _____

School District: _____

School Name: _____

Address: _____

_____ City State ZIP

School Phone: _____ Fax: _____ Email: _____

School (District) Federal Tax ID # _____ - _____

Please provide some demographic information:

How would the local school community be classified?

Urban Suburban Rural Other _____

Is the school Public Parochial Private Other _____

Grade levels of instruction in the school (ex: Middle School 6-8) _____

What is the population of the school? _____

How many students will participate in the program supported by this grant? _____

The percentage of the overall student population:

Who are eligible for free or reduced priced lunches _____%

Who are eligible for Title 1 services _____%

Who receive special education services _____%

Is the school identified as needing improvement as identified by the State's criteria?

Yes / No

A copy of any state mandated school accountability report should be attached to the application.

Local Amateur Radio Club: _____

Local Amateur Radio Club Contact Person: _____

Email: _____ or Phone #: _____

Resource Request

1. Summary

In this section of the application provide a two or three sentence summary of the proposal. The summary should help the reader follow the argument for approving the grant request. Summary material is the type of information that is given to the ARRL Review Committee when they consider the value of the proposed project and decide which schools should be selected.

2. Organizational Information

In addition to the specific address and contact information on the first page of the application, comments you submit for this section should include two or three sentences of convincing information that the applicant is committed to the proposal and will follow through. Statements about the mission of the school, who it serves, community involvement in the school, and any track record of achievement would be good examples of convincing information.

3. Project Description- Intended Use of Resources

Give a comprehensive description of the proposed use of the resources or project. Conclude this section with a discussion of the benefits that the proposed resources would have for the students.

4. Work Plan/Specific Activities

Address the following as appropriate:

- a) How many and what grade level students will be using the resources?
- b) What steps need to be accomplished by the sponsoring teacher to implement the project? (i.e., approval by school committees, peer review, site administration, site council, School Board, etc.)
- c) What has already been done? (i.e., curriculum components already in use or piloted, in-school demonstrations by supporting ham radio club, existing complimentary curriculum in place, etc.)
- d) List the specific equipment that you need through the grant program to meet the goals of your proposed program.
- e) Who is going to provide oversight of the resources/project and what are their qualifications?
- f) When do you anticipate the resources will begin to benefit the students?

5. Impact of the activities.

In a few sentences describe what impact the resources will have on the success of the participating students. What are the expected learning outcomes? These questions are hard to define, difficult to answer, and even harder to measure success...but serious thought needs to be given to the content of this section of the application.

6. Evaluation.

Explain how the applicant will know when the desired impacts are being achieved. Specifically describe the assessment tool(s) that will be used to measure if the project has been successful, is on track, or needs adjustment. Provide samples of assessment tools. What type of statistics and record keeping are planned? When will the statistics be gathered and compiled, who will do the analysis, and who will receive the analysis?

7. Budget.

Provide a simplified budget that details the resource request.

8. Additional/Supplementary Information.

Include any other supporting documentation for your proposal.

Signature: _____ Date: _____
Teacher

Teacher Name (print or type) _____

Signature: _____ Date: _____
Principal

Principal Name (print or type) _____

Return application to: ARRL Education & Technology Program
Attn: Debra Johnson, K1DMJ
225 Main Street
Newington, CT 06111

Deadline: Postmark by November 1st or May 1st
Phone number: (860)-594-0296
e-mail: djohnson@arrl.org

Note: No grants will be made to applicants with pending (or within a year) application to the ARRL Foundation's Victor C. Clark Your Incentive Program.