

# Applying for a VASE Small Equipment Grant

VASE Small Equipment Grants are intended to support innovative, exciting projects that go beyond the existing classroom course work or laboratory experience. We do favor proposals that have include a well thought out curriculum that is aligned with Vermont science standards. We prefer projects that show a path to year to year sustainability and strongly encourage projects that allow for hands on exploration and creative inquiry. We generally do not fund requests for general purpose classroom equipment such as computers, tablets etc.

## Proposal Submission

All proposals, and any questions, are to be submitted electronically to VASE President Grace Spatafora at [vtscieng@gmail.com](mailto:vtscieng@gmail.com). They should be in the form of a single PDF document, submitted as an e-mail attachment. Please adhere to the following format:

1. **Cover Page:** Please include the following on the first page of the proposal:
  - Name of primary applicant
  - E-mail address of primary applicant
  - Title of project
  - Name of school
  - Town or city where school is located, and the school district
  - Brief description of the school: what grades are taught, what is the total enrollment, describe the demographic of the student population.
  - Co-applicants (when applicable; often teams of 2- 3 teachers collaborate on a project)
  - E-mail addresses for co-applicants (when applicable)
  - Funding amount requested from VASE (normally not over \$1000)
  - Additional funding sources and amounts available for the project, if applicable
  - Abstract of the project: a paragraph summary, no more than about 200 words
2. **Description and motivation of the project:** Please include the following points on the subsequent pages:
  - Describe an independent, student-centered project that the proposed purchase(s) will help enable. We particularly encourage projects with student input in the design.
  - A budget, including specific item(s) proposed for purchase, with price quotes or catalog pricing.
  - Rationale for the choice of items to be purchased.
  - Specific activities utilizing the proposed purchases. Also, include a plan for continued use of the equipment in subsequent years.
  - Evaluation plan for the activity.
3. **Proposal Length and format:** The entire proposal should not exceed 5 pages; all text should be in an easily legible font of size no smaller than 12 points.
4. **Deadline:** We expect to announce awards by early November, with the hope that the projects will be initiated during the same academic year. Teacher and student teams will present a report on the project at the Spring VASE meeting (usually scheduled between mid-April and early June).

**5. Reporting:**

- Grantees will be invited to attend the Spring VASE meeting and give a presentation on the outcomes of the project (poster, video, or PowerPoint loop of slides). Participating students are also welcome and encouraged to attend.
- Grantees will submit a brief written final report summarizing project outcomes and future plans.
- We encourage grantee teams to prepare a brief (few minute) creative YouTube video of their project.