

NEA Urban Education Community Collaborative Grant Program (2010-2012)

What is the Urban Education Community Collaborative Grant Program (UECC)?

The Urban Education Community Collaborative (UECC) Grant Program encourages local urban affiliates to build or enhance relationships with parental, political, business, religious, and community groups through collaborative projects. NEA Constituent Relations administers the program and supports local affiliate efforts to provide great public schools for every student. NEA champions these efforts through:

- Securing public policies and associated funding for closing the gaps in student achievement (Priority Schools Campaign).
- Increasing the positive image and support of NEA by ethnic-minority opinion leaders and sustaining the support among the general ethnic-minority public.
- In partnership with state affiliates, achieving at least \$40,000 starting salary for teachers and a living wage for ESPs and assisting higher education locals to engage in effective salary campaigns.
- Organizing for membership growth and affiliate development.
- Ensuring all state affiliates have available research, technical assistance, and/or other appropriate strategic support on tax and economic policies and school funding (TEF) that will enable them to develop and implement a plan to increase and stabilize funding for public schools.

Proposals should be written to address one or more of the above areas.

Who is eligible for an Urban Education Community Collaborative Grant?

NEA local affiliates of 1,000 members or more who are listed with the NEA membership office or the largest NEA local affiliate in a state Association regardless of membership number are eligible to apply.

What is the Selection Procedure and Funding Process ?

1. Applicants submit a proposal to the NEA Constituent Relations Office and appropriate NEA Regional Office. UECC Grant funds are distributed through the Comprehensive State Plan Funding Process and thus, the importance of communicating with the state Association.
2. Proposals must be postmarked by **February 1**.
3. The Constituent Relations staff will correspond with each applicant as well as their respective state Association and regional office, notifying them of receipt of the proposal.
4. Affiliates will be notified no later than **May 1** if they have been awarded a grant.*

* NEA reserves the right to publicize, reproduce, or use the reports and/or products resulting from any of the UECC Grants projects.

What are the responsibilities of Grant Recipients?

1. Ensure that any publications or media presentations prepared in conjunction with a UECC Grant must include the following statement: This project is supported by a National Education Association Urban Education Community Collaborative Grant.
2. Submit interim and final progress reports to NEA Constituent Relations. An Interim Report is due December 1, 2011 and the final report is due June 15, 2012. The final report is to include copies of any final products (if applicable) that document your use of the grant funding and copies of invoices and payments. The report must be postmarked by June 15 th.
3. Follow guidelines provided by the NEA for the interim and final reports. Failure to submit interim and final reports may jeopardize any future grant requests.

Project Funding Criteria

- The project must be located in a local urban Association with 1,000 or more active members or the largest local affiliate in the state Association. The NEA will award UECC Grants between \$3,000 - \$15,000.
- The project must be developed in cooperation with the state affiliate and the appropriate NEA regional office.
- Money for an urban collaborative should not be used to supplement state or local budgets, for staff salaries or for staff travel. Resources should be targeted for members, children, family, and community activities. No more than 25 percent of grant monies can be used for stipends, substitute teachers, release time, outside speakers, or consultants.
- The project must include strategies to build capacity within the local association and to sustain the local program. It should also, where possible, be integrated with other Association programs.
- The project needs to have district support and to reach out to community members (evidence of support such as letters from stakeholders is recommended).
- UECC projects are funded for **two years** with a maximum of **four years** (2 cycles). Projects are evaluated annually and continued funding is based on submission of required reports and availability of funds. If the project changes focus or loses its staff commitment from the local or state Associations, a new proposal must be submitted.
- The assessment/evaluation process must be designed to be consistent with the specific goals and circumstances of the project.
- The proposal should demonstrate sensitivity to diverse community needs (e.g. economic, racial, ethnic, and/or social characteristics).

Important Dates:

Proposal Deadline:	February 1
Grants Awarded:	No later than May 1
Project Duration:	Two years

Grant Transmittals UECC Grant funds are sent to the state affiliate as part of the Comprehensive State Planning process. Payments are sent in December and June of each fiscal year.

Interim Report: December 1, 2011

Final Report: June 15, 2012

Proposal Review and Selection

A selection committee reads and evaluates all parts of the applications and makes its judgments using the following criteria:

- Application is complete and adheres to all instructions.
- Complies with NEA policy and priorities
- Benefits the local Association
- Involves local members in the project
- Objectives are attainable and measurable
- Promotes partnership and collaboration with school districts and/or other stakeholders
- Demonstrates innovation, originality, and creativity
- Meets identified needs
- Shows potential for successful completion and replication
- Timeline for activities is adequate for successful completion of project
- Uses funds appropriately; estimates costs realistically
- Confirms that project can continue after grant monies end

Decisions by the Selection Committee are final.

Application Guidelines

Provide clear, complete responses to Parts I–VII below. To be considered, all parts must be answered and all requirements must be met.

PART I

Applicant Information

1. Provide name, address, telephone number, fax number and e-mail address of local affiliate. Two or more affiliates may submit a joint proposal for a cooperative effort; complete applicant information is required for each affiliate.
2. Provide name, telephone number, fax number, and e-mail address of a) local affiliate president, b) local affiliate executive director/UniServ director, and c) project coordinator(s), who will be the contact person(s) for the duration of the project.
3. Indicate if the applicant has previously received an UECC Grant and, if so, when. Proposals for continuing projects are only eligible for funding for two cycles. Indicate if you receive other NEA funds for this project.

PART II: Project Summary

Provide a 50-75 word summary description of the project.

PART III: Statement of Need

Provide a **brief** description of the need for the project and how the need was determined. Indicate the number of Association members and other people involved and how the project will address the areas on page one and how teachers, education support professionals, and the Association will benefit from the completion of the project.

PART IV: Project Description

1. Objectives: List the specific objectives to be accomplished in the program, preferably in measurable terms.
2. Activities: State the activities that will take place to accomplish the objectives.
3. Products: Describe any products that will result from the project, if applicable.
4. Roles and responsibilities: List the principal people involved and their major responsibilities.
5. Timeline: Construct a timeline for the project. Note when major activities will take place. If this is a multi-funded project, indicate the portion of the project to be funded by an UECC Grant.

PART V: Projected Budget

Estimate project expenses, such as travel, supplies, and printing. Note additional funding source(s) if applicable. Funding from other sources (e.g., school system, and private sector) supports the importance and viability of the project. No more than 25 percent of grant monies can be used for stipends, substitute teachers, release time, outside speakers, or consultants.

PART VI: Evaluation Process

Briefly describe how you will assess the project? What will be the measures of success?

PART VII: Signatures

Three dated signatures are required:

1. Project Coordinator(s)
2. Local Affiliate President
3. Local Affiliate Executive Director/UniServ Director **
** Affiliate staff is responsible for notifying the state affiliate that a grant proposal has been submitted to the NEA.

Mail the **original** and **two (2) copies** of your grant proposal to:

Gina Lewis-Carmon
NEA
1201 16 th St. NW
Suite 410
Washington, DC 20036
e-mail: glewis-carm@nea.org

Please direct any questions you may have to:

Betty Jeung
NEA Constituent Relations
1201 16th Street, NW
Suite 410
Washington, DC 20036
(202) 822-7736
bjeung@nea.org