

**MICHIGAN DEPARTMENT OF EDUCATION**  
Grants Coordination and School Support  
**2008-2009 Cultural Access Grant**  
INFORMATION

## **General Instructions**

### **INTRODUCTION**

The Michigan Department of Education (MDE) is offering a competitive grant opportunity for Local Education Agencies (LEAs), Public School Academies (PSAs), and Intermediate School Districts (ISDs) to provide field learning visits to cultural institutions for students in grades K-8 in the areas of the arts (dance, music, theater, visual arts), English language arts, mathematics, social studies, and science.

Section 99p of the 2008 and 2009 State School Aid Act allocated \$200,000 to support this initiative. The grant criteria outlined in this announcement and supporting application have been approved by the State Board of Education. The grant application and information will be posted at <http://www.mi.gov/mde-grants> under the What's New section.

### **Part I - PURPOSE OF THE GRANT**

The Cultural Access Grant is a program for LEAs, PSAs, and ISDs to apply for funds to extend learning beyond the classroom for students in grades K-8 through field learning visits to Michigan cultural institutions. The intent of the project is to differentiate teaching and learning by supporting field learning experiences at cultural institutions that:

- align to Michigan Content Standards, Benchmarks, or Grade Level Content Expectations and Standards for Teaching and Learning; and
- actively involve students with substantive cultural learning experiences and opportunities outside their everyday classroom.

### **GRANT RANGE**

The award amount will vary based upon the February 2008 Pupil Membership Count. The maximum grant award will be \$30,000.

**Total Funds Available: \$200,000**

### **ELIGIBLE APPLICANTS**

Grants will be made available to LEAs, PSAs, and ISDs that meet the criteria that at least 50% of the pupils in membership in the district meet the income eligibility criteria for free breakfast, lunch or milk as determined under the Richard B. Russell national school lunch act. The list of eligible applicants will be posted at <http://www.mi.gov/mde-grants> under the What's New section. Non-public schools are not eligible for this grant.

### **ASSURANCE OF ACCURACY**

For each application, an assurance must be submitted stating that all information provided is true and accurate. If, during the implementation of any funded project, MDE establishes that inaccurate or false information was provided in the application, the grant may be rescinded.

**MICHIGAN DEPARTMENT OF EDUCATION  
2008-2009 Cultural Access Grant**

**GRANT AMOUNT**

The maximum size of an applicant's grant is predicated on district size as of the February 2008 Pupil Membership Count Date.

<b>* Size of District</b>	<b>Maximum Size of Grant</b>
60,000 + Students	\$30,000
10,000 + Students	\$12,500
1,000 + Students	\$ 3,500
Less than 1,000 Students	\$ 2,000
* Total District Size, not just K-8 students.	

**CLOSING DATE AND APPLICATION SUBMISSION INSTRUCTIONS**

The original typed copy bearing ORIGINAL signatures and two (2) additional copies (total of 3) of the grant application must be postmarked no later than October 3, 2008, and mailed to the following address:

Michigan Department of Education  
Grants Coordination & School Support  
Attn: Dwight Sinila  
P.O. Box 30008  
Lansing, MI 48909

If shipping by overnight express or UPS, the following address must be used:

Michigan Department of Education  
Grants Coordination & School Support  
Attn: Dwight Sinila  
608 West Allegan Street  
Lansing, MI 48933

Hand delivered applications will not be accepted.

The time frame for the operation of this competitive grant program includes these major milestones:

- |                  |                               |
|------------------|-------------------------------|
| September 23     | Competitive reviews begin     |
| October 3, 2008  | Final application due date    |
| October 15, 2008 | Competitive reviews completed |
| October 24, 2008 | Awards announced              |
| May 15, 2009     | Projects to be completed      |
| June 15, 2009    | Final Project Report due      |

**MICHIGAN DEPARTMENT OF EDUCATION  
2008-2009 Cultural Access Grant**

**REJECTION OF PROPOSALS**

The Department of Education reserves the right to reject any and all proposals received as a result of this announcement.

**SELECTION OF THE AWARD RECIPIENTS**

In order to provide the greatest number of student opportunities, a class may participate in only one grant funded field learning experience.

Grants received by MDE, post-marked on or before October 3, will be reviewed in the order they are received. To expedite the approval process, applications will be reviewed beginning September 23 and will continue until all available funds are exhausted. Grants receiving at least 70 points during the review process will be recommended for funding.

To ensure an equitable distribution of grant awards throughout the state, consideration will be given to geographic location.

**REVIEW PROCESS**

MDE utilizes a review panel when scoring its competitive grants. Award selections will be based on merit and quality, as determined by the points awarded for the grant application. The following rubric should be used as a guide when writing the proposal and will be used as a rating instrument in the review process. The proposals most likely to be funded are those that have most completely addressed the elements requested on page 4 of the application. The maximum score for the following criteria is 100 points. The minimum score for a grant will be 70 points.

**Cultural Access Grant Scoring Rubric**

<b>Criteria</b>	<b>Points</b>
Project Information all the requested information is provided.	20 Points
Project Narrative describes the Michigan Content Standards, Benchmarks, or Grade Level Content Expectations that will be addressed in the proposed activity(s). List the appropriate Standards, Benchmarks or Grade Level Content Expectations.	30 Points
Project Narrative describes the active learning, (classroom extension) activities the proposed trips will provide. List the trip location(s)	30 Points
District Summary is completed completely and appropriately.	5 Points
The Cultural Access Grant Budget Form is completed accurately with appropriate signatures.	15 Points
Total Points	100 Points
Minimum Points for Award	70 Points

**MICHIGAN DEPARTMENT OF EDUCATION  
2008-2009 Cultural Access Grant**

**INFORMATION CONCERNING OTHER REQUIREMENTS**

**Length of Award**

Funding will be effective immediately following the Superintendent of Public Instruction approval of grant awards (anticipated October 24, 2008) with an ending date of May 15, 2009.

**Payment Schedule**

Payments to the grantee will be made available when the grant award letters are signed by the State Superintendent of Public Instruction. Payment will be made through the State Aid system.

**Final Project Report**

The final project report, including a summary of financial expenditures, will be required within 30 days of the completion of the project or no later than June 15, 2009.

**State of Michigan Monitoring Visits**

All grant awards are subject to an onsite monitoring visit and/or desk review. Project staff must maintain and make available, evidence to support the complete implementation of the proposed project.

**RESOURCES**

Michigan Department of Education Arts and Culture Education Resources:  
[http://www.michigan.gov/mde/0,1607,7-140-28753\\_38684\\_28757---,00.html](http://www.michigan.gov/mde/0,1607,7-140-28753_38684_28757---,00.html)

Michigan Capitol Tours  
(Capitol, State Historical Museum, and Hall of Justice)  
[http://www.michigan.gov/hal/0,1607,7-160-18835\\_18890-53726--,00.html](http://www.michigan.gov/hal/0,1607,7-160-18835_18890-53726--,00.html)

Michigan Historical Center:  
[http://www.michigan.gov/hal/0,1607,7-160-17445\\_19273---,00.html](http://www.michigan.gov/hal/0,1607,7-160-17445_19273---,00.html)

Michigan Historic Parks:  
<http://www.mackinacparks.com/>

Michigan Museums and Zoos:  
[http://www.michigan.gov/hal/0,1607,7-160-18833\\_18834\\_18836-58537--,00.html](http://www.michigan.gov/hal/0,1607,7-160-18833_18834_18836-58537--,00.html)

Cultural Alliance of Southeastern Michigan:  
<http://www.culturalalliancesemi.org/>

Flint Cultural Center:  
<http://www.flintculturalcenter.com/>

**MICHIGAN DEPARTMENT OF EDUCATION  
2008-2009 Cultural Access Grant**

**WHERE TO OBTAIN HELP**

Questions regarding proposal submission should be directed to Dwight Sinila, Michigan Department of Education at (517) 241-4657, or by e-mail at [sinilad@michigan.gov](mailto:sinilad@michigan.gov).

For additional information on Cultural Access Grant resources, contact Ana Cardona, Arts Consultant, at (517) 335-3373, or [Cardona@michigan.gov](mailto:Cardona@michigan.gov).