



**Wisconsin
Mathematics
Education
Foundation**

Howell Leadership Grant Checklist and Rubric

To be used by the WMEF Committee when determining if an application meets the criteria for funding.

Project Name: _____

Date submitted: _____

Checklist completed by: _____ Date: _____

Completed?	Item
	Grant Cover sheet
	<ul style="list-style-type: none"> • All contact information
	<ul style="list-style-type: none"> • Appropriate signatures
	Proposal
	<ul style="list-style-type: none"> • The purpose of the Jane Howell Leadership Grant is to provide Wisconsin math educators with funds to engage in professional development that enhances their leadership capacity. This grant was created through a donation from the Jane Howell family. Jane was a lifelong middle-school educator, and past president of WMC, who valued professional development and leadership.
	<ul style="list-style-type: none"> • A list of the resources needed for your project and the associated costs. (budget form)
	<ul style="list-style-type: none"> • A description of your teaching context, including any leadership roles in the district
	<ul style="list-style-type: none"> • A short, one- or two-paragraph summary of the reason that you would like to take advantage of the professional development opportunity and how it will develop or enhance leadership
	<ul style="list-style-type: none"> • A brief description of the impact you expect this project to have, including actions you will take as a result of this learning
	District Administrator's Letter of Support
	<ul style="list-style-type: none"> • On district stationery
	<ul style="list-style-type: none"> • Indicates an understanding of how this professional development opportunity will impact the educational community
	<ul style="list-style-type: none"> • Includes any additional financial assistance that may also support the project from school or district funding

Howell Leadership Grant - Rubric Items - 1 is a low mark, 5 is a high mark

Project Name: _____ *Date:* _____

Evaluator's Name _____ *Date:* _____

In your opinion, what is the likelihood that this grant will improve leadership capacity? 1 2 3 4 5

In your opinion, what is the likelihood that this grant will improve teacher beliefs and behaviors? 1 2 3 4 5

Professional development is likely to significantly help all students learn math better. 1 2 3 4 5

Approximate number of teachers directly impacted _____ Indirectly impacted _____

Approximate number of students directly impacted _____ Indirectly impacted _____

Recommendation

Do not fund

Revisions needed before funding

Fund with suggestions

Fund partially

Fund fully Grant champion: _____ Perceived strengths:

Opportunities for improvements:

Notes and Comments: