2021-2022 Guhl Early Literacy Award Evaluation Form

The purpose of the evaluation report is to help the APS Education Foundation identify promising programs and acquire funding for all our grant programs. Please help us with this effort by submitting this annual report with as much information as possible. We are looking for successes and failures. Incomplete or missing reports will affect future funding for your school or department, so please ensure your report is complete, clear and accurate before submitting.

Before you begin…

- Be ready to attach the Reconciliation Activity Account Report. Ask your bookkeeper or secretary to provide this report from the EPES software system. If they have any questions regarding this report, please advise them to contact their Activity Funds Specialist.
- If stipends were paid as part of your grant, please have ready a copy of those timesheets provided by your bookkeeper.
- Before attaching any photos of students, please ensure they are safe to use for marketing purposes. If a student and/or their family has requested their photograph not be taken or shared, please use another photo that exemplifies your project or program that we can share with the community on social media, in newsletters and in printed materials.
- Know the Learning Zone(s) in which your project or program made a difference. Want to double check? Please visit https://www.aps.edu/academics/list-of-schools-in-each-lz.

If the project or program has yet to meet its stated goals and/or funds are leftover from the award, please contact Lawren McConnell, the APSEF Grants Manager, by emailing lawren.mcconnell@aps.edu.

Award Cycle Funding Received   Fall 2019, Spring 2020, Fall 2020, Spring 2021, Fall 2021 or Other

School/District Administrator Name

School/District Administrator Title

School/District Administrator Email

School/District Administrator Phone

Grantee Name, if different than above

Grantee Title, if different than above

Grantee Email, if different than above

School/Department Name

Additional Schools/Departments

Learning Zone

Evaluation Narrative

Program/Project Title

Number of Students Impacted   Please provide the number of students that were directly engaged in this project or program.

Grade Level(s)

Accomplishments	Briefly describe what goals and significant accomplishments were achieved as the result of the grant. Please tie your accomplishments to your desired results outlined in your grant application, but also include unexpected accomplishments. If this addressed a problem or issue, please explain how your program/project provided a solution.
Innovations	Specify how your program/project has been innovative, providing new opportunities and experiences for staff, students and/or families.
Hands-On Activities and Level of Engagement	Briefly describe the activities that took place as a part of this grant. How did the grant increase hands-on activities? How were students or families engaged as part of this grant? Please reflect on the planned activities you described in your application, but also include any new activities that came about during implementation.
Challenges and Lessons Learned	Did the project/program uncover challenges? Please describe the barriers you faced in accomplishing your goal. How would you recommend another teacher or school implement this project?
Data and Measurements	Briefly share what tools (assessments, survey, etc.) were used to track progress and student growth.
Student Testimonial	Please share a story about how this grant positively affected a specific student. Include a student quote or testimonial if available.
Describe the results of your project/program thus far in a short social media post.	
Upload Your Budget	If you tracked your spending, please upload your budget here.
Budget Narrative	Please describe how you spent your grant funds. Were there any major changes made from the grant proposal?
Award Funds Remaining ($)	*Please base this number after confirming with your bookkeeper how much is left in funding. If you spent all your grant award money, please put "0". If you need a rollover of funds to continue next year, please contact the APSEF Grants Manager.*
Upload Your Activity Fund Report	Please ask your bookkeeper for a Reconciliation Activity Account Report from EPES. Only this report will be acceptable.
Upload Timesheets, if applicable	Please ask your bookkeeper for a copy of the timesheets associated with the stipends for your grant.
Scalability	Please describe how this project could be expanded to serve more students at your school or at other schools. Is this project something that would benefit a wider group of students?
Sustainability	Please describe how the project funded by this grant will continue in future years. Is additional funding still needed? If yes, how do you plan to seek that funding?

Community and Other Resources

Please outline any other funding received for this request and any other resources provided by outside organizations or APS schools and departments.

Your Feedback

Is there anything you would change about the APS Education Foundation grant application process? What would you like us to know?

Upload a Photo of Your Project

Any photo you can share of your grant in action helps us promote the value of the Foundation's grant programs. Please ensure that any photos of students are permissible to use in online and print publications.