The educator's quick guide to

Writing successful technology grants

Compiled by *Swivl*

Your grant writing checklist

Here's your roadmap to grant writing success:

Find the right grant

1
- Search free grant databases and resources
- Identify grants matching your needs and eligibility
- Create a tracking system for opportunities

Build your grant writing team

2
- Identify key stakeholders and writers
- Assign roles and responsibilities
- Set up a communication plan

Analyze the grant requirements

3
- Review eligibility criteria
- Note submission deadlines
- List all required documents
- Understand the evaluation criteria

Develop your proposal

4
- Write a clear problem statement
- Create SMART objectives
- Outline your implementation plan
- Design your evaluation strategy
- Draft your budget

Review and submit

5
- Have stakeholders review the proposal
- Check compliance with requirements
- Proofread thoroughly
- Submit ahead of deadline

Swivl

Finding grants:

Free resources at your fingertips

Before you can write a winning grant proposal, you need to find the right funding opportunity that matches your needs and eligibility. Below is a list of the most reliable free resources for discovering education technology grants, along with practical tips to make your grant search more efficient and effective.

Government sources

- Grants.gov: Filter by "Education" category
- State Department of Education websites
- Local Education Service Centers

Private sector opportunities

Educational foundations actively funding technology initiatives:

- Bill & Melinda Gates Foundation
- Carnegie Corporation
- Wallace Foundation
- W.K. Kellogg Foundation

Technology companies with education grant programs:

- Google
- Microsoft
- Apple
- Dell
- Intel

Pro tips for grant research

- Set up Google Alerts for "education technology grants"
- Follow #EdGrants and #EdTechGrants on social media
- Join education technology associations (ISTE, state organizations)
- Create a monthly grant search schedule

Swivl

Writing your grant proposal:

A step-by-step guide

Once you've identified a promising grant opportunity, crafting a compelling proposal requires careful planning and attention to key components that funders look for. This step-by-step guide walks you through each essential element of your grant proposal, with examples and tips to help you clearly communicate your needs and implementation plan in a way that resonates with grant reviewers.

1

Problem statement (why you need funding)

Your problem statement should tell a compelling story about why this funding is crucial for your students and school. Think of it as painting a clear picture of the challenge you're facing and how technology can help solve it.

Strong problem statements:

Use data to demonstrate need
Only 45% of our students have access to digital learning tools.

Connect to student outcomes
This lack of technology limits student engagement and collaboration.

Align with funder priorities
Our proposal addresses your goal of expanding STEM education.

Show urgency and importance
Without these tools, our students fall further behind in digital literacy.

2

SMART objectives

SMART objectives transform your general goals into specific, trackable commitments that show funders exactly what their investment will achieve. Each objective should be written as a clear statement that anyone can understand and measure.

Example objectives for technology grants:

Specific
Implement technology solutions to reduce grading time by 25%, allowing teachers to provide more individualized student feedback.

Swivl

Measurable
80% of teachers will demonstrate proficiency in core platform features through the completion of skill assessments.

Achievable
Teachers will complete 2 self-paced PD modules monthly, tracked through the platform's monitoring system.

Relevant
Increase student engagement by 30% through interactive technology, measured by classroom participation metrics.

Time-bound
Complete implementation within the first semester, with monthly progress checkpoints.

Implementation plan

3

Your implementation plan is your roadmap to success. It should convince funders that you've thought through every step and have a realistic plan to achieve your objectives.

Include:

Timeline with specific milestones
E.g. Month 1: Staff training, Month 2: Pilot program, etc.

Resource allocation
How will you distribute and manage technology?

Staff responsibilities
Who's leading each phase?

Risk management strategies
How will you handle potential challenges?

Training schedule
How will you build capacity?

Evaluation plan

4

Show funders how you'll prove their investment made a difference. Your evaluation plan should include both quantitative and qualitative measures that directly connect to your objectives.

Detail how you'll measure success:

- **Student achievement metrics:** test scores, completion rates
- **Usage statistics:** adoption rates, frequency of use
- **Teacher proficiency measures:** skill assessments, classroom observations
- **Surveys and feedback systems:** student, teacher, and parent input

Swivl

Budget development

Your budget tells funders you've done your homework and can be trusted with their investment. Be specific and ensure every dollar connects to your objectives. Remember to include:

- **Hardware costs:** exact quantities and models
- **Software licenses:** including renewal fees
- **Professional development:** training costs, materials
- **Installation/setup:** technical support, infrastructure needs
- **Ongoing support:** maintenance, updates
- **Evaluation tools:** data collection, analysis software

Common pitfalls to avoid

Even the most promising grant proposals can be derailed by common mistakes that raise red flags for reviewers. By being aware of these pitfalls and taking steps to avoid them, you can significantly increase your chances of securing funding for your technology initiatives.

1. **Missing deadlines**
2. **Vague objectives**
3. **Unrealistic budgets**
4. **Poor alignment with funder priorities**
5. **Insufficient evaluation methods**

Remember:
Start early, be specific, and focus on student outcomes. The most successful grants clearly show how technology will improve teaching and learning in measurable ways.

Need help?

The Swivl team is here to assist you! Our experienced team is here to support you at every step of the process, providing resources and expertise to strengthen your proposal and increase your chances of securing funding.

- Technical specifications
- Budget planning
- Implementation strategies
- Outcome measurement
- Success stories and examples

Contact your Account Manager or scan the QR code to schedule a meeting with us. swivl.com/consultation/

Swivl

Additional resources

Expert advice on writing and securing grants

- Dr. Sheryl Abshire's 2021 ISTE presentation <u>Technology Grants: Write It, Sell It and Get It!</u> Drawing on over four decades of education technology leadership, Dr. Abshire shares proven grant-writing strategies that have helped countless schools secure funding.

Example grant proposal for Swivl solutions

- In the 2023-24 school year, the Okeechobee County School Board in Okeechobee, Florida secured funding for Swivl Mirror (V2) with this <u>grant proposal</u>.

SMART objective examples for Swivl solutions

1. **Assessment efficiency** By implementing Swivl's AI-powered formative assessment tools, teachers will reduce grading time by 25% within the first semester, allowing for increased individualized student support time.

2. **Small group instruction** Within 3 months of Swivl hardware implementation, teachers will conduct simultaneous small group instruction for 3-4 groups per class period without requiring additional staff support.

3. **Teacher self-development** Teachers will complete at least 2 self-paced professional development modules monthly using Swivl hardware-recorded classroom observations and Swivl's AI-generated insights, documented through the platforms' tracking systems.

4. **Teaching practice improvement** After implementing Swivl reflection tools for one semester, 80% of teachers will demonstrate measurable improvement in at least two identified areas of practice, as evidenced by observation rubrics.

5. **Student self-regulation** Students will utilize Swivl's digital check-in tools 3 times per week, resulting in a 20% reduction in reported anxiety levels and a 15% increase in mindfulness scores over one semester.

6. **PBIS implementation** Schools will document a 30% increase in positive behavior acknowledgments within 4 months of implementation with Swivl's tools, tracked through Swivl's digital platform.

7. **Platform adoption** 90% of teachers will demonstrate proficiency in core Swivl platform features within 6 weeks of training, measured through completion of specific task benchmarks.

8. **Cross-platform utilization** Teachers will integrate Swivl technology solutions across at least 3 different learning environments (classroom, remote, hybrid) within one academic quarter, documented through platform usage analytics.

Swivl