

Application for Participation

Lacrosse Opportunities  
 Grant FY 2025

Maryland State Department of Education  
200 West Baltimore Street  
Baltimore, Maryland 21201

Deadline  
November 15, 2024  
No later than 5:00 p.m. EDT

MARYLAND STATE DEPARTMENT OF EDUCATION

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Interim State Superintendent of Schools

Deann Collins, Ed.D.Deputy State SuperintendentOffice of Teaching and Learning

Richard Kincaid  
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# Instructions

1. Complete this application electronically by typing directly into the fillable fields and charts.
2. Do not alter or remove sections.
3. When finished, save the application document as a pdf to your computer and obtain appropriate signatures.
4. The completed application should be saved as a single pdf document and emailed to robert.warner1@maryland.gov.

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# Proposal Cover Page

Program Title:

Project/Program Director:

Director Phone:

Director Email:

Local Educational Agency/Nonprofit Name:

Local Educational Agency/Nonprofit Address:

Amount of the request for grant period (October 1, 2024 – June 30, 2025):

$

Estimated Annual Cost of Program/Project

$

(Should agree with Proposed Budget)

Project Statement (100 words)

|  |
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|  |

Signature of Local Educational Agency Superintendent or Head of Nonprofit)

# Project Narrative

## PROJECT Abstract (250 WORDS)

In the Project Abstract, introduce the project to the reader. The abstract should be factual, brief, and focused on the organization’s efforts. Do not assume the reader is familiar with the proposed project. The project abstract should cover the core aspects of the proposed project, such as the populations served, a brief description of the goals, the strategies to meet them, and the roles of the partners.

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## extent of need

Describe at least one clearly defined problem supported by a needs assessment and relevant data. Refer to the Grant Information Guide for additional guidance in completing this section.

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## Evidence of impact

Describe current or past efforts to address the identified problem(s) illustrating how those efforts addressed the need(s). Discuss the organization’s strengths and weaknesses in addressing the need in the community. Discuss the applicant’s history or expertise in dealing addressing the need(s) by implementing programming or engaging in other related activities informed by evidence and/or research. The most competitive applications will show a strong connection to the organization’s historical experience in terms of effective practices leading to increasing the opportunities for minority students to participate in lacrosse programs in their communities.

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## GOALS, MEASURABLE OUTCOMES AND MILESTONES

Refer to the Grant Information Guide for additional information and details on what to include in this section.

**Goals Chart for Participation**

| **Demographic** | **Baseline: # of students currently served** | **Goal: # of students projected to serve** |
| --- | --- | --- |
| **African American** |  |  |
| **Hispanic** |  |  |
| **Asian** |  |  |
| **Other Race** |  |  |
| **Female** |  |  |
| **Other gender** |  |  |

## program and outreach plan

Describe the lacrosse program, proposed schedule of practices, and the outreach plan for recruiting minority students in the lacrosse program.

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## PLAN OF OPERATION, KEY PERSONNEL AND TIMELINE

The Plan of Operation includes the strategies, activities, and timeline that will be implemented to achieve your goals, outcomes, and milestones. Use the tables below to address all key components of the program implementation or expansion in chronological order and identify all key personnel contributing to successful grant activity and program implementation. Refer to the Grant Information Guide for additional support on this section.

### Key Personnel

| **Name** | **Title, Affiliation** | **Roles and/or Responsibilities** |
| --- | --- | --- |
|  |  |  |
|  |  |  |

\*Add additional rows as needed.

### Timeline

| **Date of Implementation** | **Strategy/Activities** | **Person Responsible Partner Organization** |
| --- | --- | --- |
|  |  |  |
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\*Add additional rows as needed.

Identify the resources needed to support the program and provide lacrosse programming opportunities to minority students.

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## EVALUATION AND EVIDENCE OF IMPACT

Applicants must describe a plan for evaluating progress toward the expected outcomes associated with this grant program by including baseline and target data aligned to the measurable outcomes listed within this application. Refer to the Grant Information Guide for additional information on completing this section.

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## BUDGET AND BUDGET NARRATIVE

The project’s budget should detail all related project expenses in a separate itemized budget. It should demonstrate the extent to which the budget is reasonable, cost-effective, and integrates other sources of funding. All costs described in the project narrative should appear in the budget narrative and must have a corresponding entry in the itemized budget for that year. Reviewers should be able to see a clear connection between the project activities and the budget line items. Note: When completing this section, refer to Use of Funds in the Grant Information Guide.

1. What is the Indirect Cost rate?
2. Provide an itemized budget narrative showing how the cost of each item was calculated. It is advisable to take an inventory of existing equipment, materials, and supplies before developing the budget.
3. Please use the formula functions in the “Table Tools Layout” to calculate your costs. To get your final amount, in the last cell of the “Total” column, use this formula: =SUM(ABOVE).

| **Line item** | **Calculations (Quantity and Unit Cost)** | **Requested** | **In-Kind (matching funds** | **Total** |
| --- | --- | --- | --- | --- |
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|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| **Totals for Budget** | |  |  |  |

\*Add additional rows as needed

1. Submit the budget on the MSDE Grant Budget C-1-25 form (Appendix C)

# Appendices

The following appendices must be included but not apply to the page limit of the Project Narrative. Include other appendices as deemed necessary.

Appendix A: [A signed recipient assurances page](https://www.marylandpublicschools.org/about/Documents/Grants/GrantRecipientAssurances.pdf)

Appendix B: A signed C-1-25 MSDE budget form or Postsecondary/Other Budget form found here: [Budget Forms](https://marylandpublicschools.org/about/Pages/Grants/BudgetInfo.aspx)

Appendix C: Evidence of status of a [non-profit 501(c)(3) organization](https://www.irs.gov/charities-non-profits/charitable-organizations/exemption-requirements-501c3-organizations). (Nonprofit applications only)

Appendix D: Evidence of status as recognized by the [USA Lacrosse and Urban Lacrosse Alliance](https://www.usalacrosse.com/urban-lacrosse-alliance). (Nonprofit applications only)

Appendix E: GEPA, Section 427 Statement