

## Colorado Ag Education Innovation School Based SAE Grant

The Agricultural Experience Innovation Grant Program will be used to assist secondary agricultural education programs in Colorado start or enhance an enterprise within their school which will provide students enrolled in Agricultural Education with supervised agriculture experience program (SAE) opportunities. Those programs receiving a grant will also be paired with a mentor to provide advice, offer an outside perspective, assist with SAE/business development, and foster the development of a business relationship.

### Description:

All school based agricultural education programs in Colorado can apply for a grant—preference will be given to programs that show need and demonstrate innovation. Grants will typically be \$1500-\$3000 for programs depending on the size and scope of the SAE. All SAE grantees will be matched with a mentor. The instructor, students, mentor, and funding donor will meet each other in person at the beginning of the program. The program will run for a 12 month period. The team will communicate via phone or video chat, where possible, at least three times throughout the 12 month period. Topics for discussion will be provided to the mentors to insure that the quarterly communication is time well spent. Informal communication through phone, email, etc. is encouraged throughout the experience.

### Requirements of the instructor and Ag Program

- Completed Application
- Be a chapter in good standings
- The school must return grant monies awarded if the project does not conform to the original project as outlined in the award application.
- School based SAE must align with a Proficiency award application.
- Quarterly conference calls will take place with the mentor, students, instructor and school administration when possible. The Colorado FFA Foundation will also participate in the quarterly conference calls when possible.
- Meet with sponsors and mentors at scheduled reception times. i.e. NWSS Stock Show reception.
- **Ag Ed Program should keep an AET** record book of the School Based SAE. Records will be due at State Convention for review. AET Record books must be kept up to date on a monthly basis for internal review by the Colorado FFA Foundation or its designee. Failure to update the record book may disqualify the chapter/ag education program from future grants and scholarships from the Colorado FFA Foundation.
- A Display board of the school based SAE will be shown at the State FFA Convention during the year of the program.
- An online survey will be distributed at the conclusion of the grant period. The instructor and at least two students that participated in the program are required to complete the survey.

## Assurances

<b>Local Instructor Responsibilities</b> <i>(please initial beside each point indicating your understanding of responsibility)</i>	
	Attend first year meeting at the reception during the NWSS on FFA Day and bring two students who will participate in the school based SAE.
	Set up and participate in quarterly conference calls with the mentor, ag instructor and administration when possible. The Colorado FFA Foundation should be notified of conference call dates and times.
	Guide students in the successful implementation and operation of the school based SAE.
	Create SAE display board of the school based SAE project. This board will be displayed at the State FFA Convention while enrolled in the program.
	Assure delivery of record book, and display board to State FFA Convention.
	Complete end of the experience survey and insure that at least two students will do the same.
	Treat the grant as a gift and only use the funds for the intended use as outlined in the grant application.
	Keep an accurate AET record book of the project (updated monthly). To be reviewed at State convention during the program year. Book will be internal reviewed periodically throughout the year as well.
<b>Local Administrator Responsibilities</b> <i>(please initial beside each point indicating your understanding of responsibility)</i>	
	Have full knowledge of the School based SAE plan that is being implemented.
	Support the intent of the School based SAE project and agree that the school based SAE project adheres to all school policies and if funded will be allowed to function as outlined in the grant application.

***We have read the rules to the above selected program and agree to abide by those rules if selected. We have also initialed the responsibilities above in the Program Requirements.***

Instructor printed name: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date \_\_\_\_\_

School Administrator Printed name \_\_\_\_\_ Title \_\_\_\_\_

School Administrator Signature \_\_\_\_\_ Date \_\_\_\_\_

**Upload this completed assurances page with the online application.  
Application can be found at:**

[Chapter Improvement/School Based SAE Grant](#)

# SAE Grant selection rubric

The following items are present and completed: ( 5 points possible)

Checklist (10pts)

Administrator Letter

Budget

Pictures

Points possible

*Instructor and student*

Rate the following on a scale of **1 -10 points** based on the quality of writing and if the question was answered according to the prompt. **10 points being the best.**

**NEED FOR SAE:**

Instructor shows a distinct need for the program award based on financial, strong desire, or unique circumstance. Instructor shows a clear and concise reasoning in their answer. Instructor explains what they will do with award money and gives a brief description of planned SAE.

Points possible

**Time Investment:**

Applicant is very concise and realistic in their determination of time needed to invest in the program. Also includes time needed to plan, implement, manage and care for the project. Includes time for the clerical elements included in the program requirements.

Points possible

**Financial Investment:**

Provides a brief summary of the estimated budget. Includes estimated costs to purchase the necessary equipment, supplies, or assets and estimated expenses that will incur during the program along with the source of the funds.

Points possible

**Capital Investment:**

Applicant describes the Capital Items that the program owns along with describing any use of existing Capital Items that are not owned by the school but used for their program. If they are leased/ rented that arrangement is stated and explained.

Points possible

**Learning Outcomes/ Goals:**

Instructor lists at least three learning outcomes that are related to the Program type. Applicant lists at least three goals that can be identified as "SMART" goals. The ability to engage students and provide opportunities is clearly stated and identifiable based on goals outlined.

Points possible

TOTAL POINTS EARNED:

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