



## GRANTS COMMITTEE

### Accepted Grant Example

*Below you will find an example of a written grant accepted and funded by MassCUE. We hope that this will help you as you write your own grant application. Note that names of teachers and schools have been removed.*

**Grant # 8**

Date Submitted: 12/8/2022 14:03:01

**Lead Applicant Name: Example #8**

**PROJECT TITLE: Middle School: Creation and Innovation Media Lab**

**AMOUNT: 2932.22**

**APPLICANT INFORMATION :**

<b>Lead Applicant:</b> ITS/Digital Literacy Teacher		
<b>School:</b> Middle School <b>District:</b>		
<b>Additional Applicants:</b>		

# **PROPOSAL:**

## **Brief Summary**

Create a tool to be used for student and community engagement. We find community engagement is one of the hardest aspects of school education. Our hope is that a broadcast media studio will be a dynamic tool to be used to spread very important information to the school community of students, staff, and parents.

This will truly be a student driven space which will foster a sense of belonging as it will be a team effort across the board and with MassCue's help, a reality for our school!

'Media production engages and excites; it leads to unexpected discoveries, increased self-awareness and esteem, sharpened critical thinking, analytical skills, group work skills, and ability to communicate ideas. Media production demands writing and rewriting, research, group effort, and clarity of thought. Media production offers a means for students to talk to whomever they think is an important audience. It does all this because students want to say things that have meaning to them - authentic production comes from authentic learning.'-Center for Media Literacy, Andrew Garrison author

## **Project Full Description**

Teacher/Student Goals: The Media Lab will be available to all students in the Middle School. The Digital Literacy classes will incorporate the use of the media lab as they work on Capstone projects for classes. Additionally the Lab will host production of Morning Announcements, Community Outreach Events updates, Drama Production 'Spotlight on the actors', Instructional training for staff, as well as many other creative ventures decided upon by both staff and students.

We want to educate students and staff to create media and distribute on various platforms:

8th Grade Capstone Project  
Interdisciplinary project  
Aligns with DESE standards  
Applying newly acquired media and content skills learned in previous courses.

Educate students/staff in the workings of a unified studio program  
Control room operations  
Studio camera operations  
Talent and hosting techniques  
Graphic creation using software such as Canva.com and WeVideo.com

Create a morning announcement program that will be distributed via a YouTube LIVE stream channel.

Hosted by students  
Morning announcement graphics  
Weather forecasting  
Lunch menu graphics

Create a monthly talk show program highlighting students/staff and programs at our Middle School to be broadcast on our YouTube channel as well as on the Cable TV Educational Access Channel

The studio space can also be used by administrators to create content for staff, students, and the community. An excellent way to distribute information out to the greater middle school community.

## **Lesson Activities/Assessments:**

Lesson: Create a Morning Announcement Newscast

### **Goal:**

Students will create a news style morning announcement program complete with various segments for both student/staff engagement. The length of the final broadcast will be between 5 and 20 minutes.

News announcements  
Weather forecast  
News story package  
Sports  
General information such as lunch menu, etc.

### **Process:**

Students will learn how to use a studio production facility to film and produce the above segments. Once filmed, the segments will be uploaded to the WeVideo editing software to be finalized with graphics, sound, and special effects.

### **Time:**

Please use the following time table as a reference for production on a monthly basis to begin.

Week 1 - learning and overview of production  
Week 2 - Script writing and segment pre-production preparation  
Week 3 - Film and produce segments  
Week 4 - Final editing of segments and final production of finished broadcast

### **Tools:**

Studio Production Facility  
WeVideo editing software  
Adobe creative cloud access for further editing, effects, etc.

Google Docs for scriptwriting  
Canva app for graphic creations

**Distribution of production:**

Media teacher will upload to our YouTube channel and send email to every middle school teacher to show the final production during a homeroom period.

Media teacher will also upload production to a Google Drive folder shared with the Community Media to be broadcast on the local Educational Access Cable TV channel.

**Assessment:**

See grading rubric in rubric document

Morning Announcement News Grading Rubric: rubric document

**Timing:**

Mr. Peter Rossi- Principal, Jonathan Gallishaw- Chief Technology Officer, Sarah Decas- Associate Principal, Marc Hayes- Assistant Principal, Nicholas Bolger- Digital Literacy Educator, Helen Mitchell- Instructional Technology Specialist for DMS, Robert Perrotti- DHSLead Teacher, Business, Innovation, & Technology, Community Television Team, have all made a commitment to the program.

September 2022: Acquisition of editing software, WeVideo, district wide in grades 6-12.

October 2022: Site visit by high school media teacher Robert Perrotti to consult on proper room selection for a studio.

Early November 2022: Meeting with the Community Television Director, Peter Chasse, for creation of list of donated equipment to program.

Mid November 2022: Room decided upon and cleaned out for setup preparation of equipment donated by high school and the Community Television.

December 2022: Equipment transferred to the new middle school studio room for partial setup.

January 2023: Complete setup of studio production classroom

February 2023: After-School program will begin with interested students to start phase 1 of learning and productions.

March 2023: Create a YouTube channel themed to our new facility and program. Begin releasing first productions on our new channel as well as broadcasting on the Educational Access Channel.

April - May 2023: Continue the creation and broadcast of programs on a regular basis. (At least once a month to start) The high school and the Community TV programs will assist in this process to help propel our program.

### **Sustainability:**

We will offer various experiences and learning opportunities to both students and staff for content creation and distribution.

An after school program will start in February 2023 and continue to be offered every school year thereafter. The students in the program will be responsible for initial learning and content development of various types of broadcast content such as

A morning announcement style newscast.

A monthly student hosted talk show

Various commercials for school community information

A staff hosted monthly production

A summer camp experience will run for the summer of 2023 to offer students an enrichment opportunity in media production. (If funded through additional grants).

For the 2023/24 school year, an official class will be started for students to learn and create during the school day.

Various people in the community will act as consultants for our program throughout the process.

High school media staff and senior students

Community Television staff

Technology Director and technology staff

Middle School Administration

Steady funding through various outlets:

School Budget

Community Sponsors

Donors Choose donations

Community available grant sources

This process will follow the same growth curve as our very popular high school program. Here is a short video of the high school facility growth over the past 5 years which started in a very similar method.

**Link to Detailed Budget:**

<https://drive.google.com/open?id=1UEjLW2JDEqOKjjkeyyduv1cSzvWsC30JfMzJHYQEnIk>

**Dissemination Agreements:**

OnCUE online blog post with pictures (REQUIRED FOR GRANT ELIGIBILITY), Workshop proposal and presentation at MassCUE Fall 2023 conference at Gillette, Workshop proposal and presentation at other MassCUE conference event (Enter conference name in "other" below.), Other:, MassCUE get a CUE Podcast

**Letter of Support**