



# VAPA Enhancement Program (VEP) Proposal Guidelines

The VAPA Foundation seeks to enrich student access to the arts in the San Diego Unified School District through the VAPA Enhancement Program (VEP). Project proposals are solicited from the district's TK-12 teachers annually in the fall. Successful proposals will be innovative and request resources for student experiences that are special and distinctive, as well as equipment, materials, and professional development.

Ask yourself these questions as you create your project proposal:

- Is this a new project that my school has never done before?
- Is this project unique, interesting, and special?
- Is there a clear and immediate need for this project?
- Is this project self-contained to this school year? (*with one exception: educator professional development may take place in the summer*)

And most importantly...

- Does this project provide substantial impact for students through active learning and deep artistic connection? Does it provide opportunities for students to collaborate, communicate, be creative, and/or think critically?

More likely to be funded ( <i>deeper, interactive learning</i> )	Less likely to be funded
<ul style="list-style-type: none"> <li>• Non-consumables (materials, instruments, specialty computer software, equipment)</li> <li>• Integrated residencies/workshops where teachers/students are active participants</li> <li>• Teacher workshop/class/training (must have student-focused outcomes)</li> <li>• Field trips that are interactive or include a workshop/docent component</li> <li>• Projects that align with the California Arts Standards and/or cross-curricular connections</li> <li>• Proposals that are complete and thorough, with writing that is eloquent and persuasive</li> </ul>	<ul style="list-style-type: none"> <li>• Consumable materials or supplies (non-sustainable)</li> <li>• Stand-alone workshops</li> <li>• Classroom support/coaches</li> <li>• Teacher conferences</li> <li>• Field trips that do not include an interactive/hands-on component</li> <li>• Items that schools/the district should provide</li> <li>• Proposals that lack details or are outside the scope of VEP</li> </ul>

### Guidelines:

- One proposal per teacher per year, please. (Additional proposals will be disqualified.)
- Proposal budgets fall into two categories: \$500 or less; OR \$2500 or less. Proposals will not be partially funded, and fewer high-dollar proposals are selected for funding.
- Proposals should describe one project with focused objectives/outcomes. The project itself may include more than one arts discipline.
- Checks will only be written to the school or an arts organization.
- All materials belong to the school site, with the option to donate back to the SDUSD VAPA Department if the teacher leaves the site
- A condition of funding is completing a follow-up report at the end of the year. Failure to submit final reports will disqualify a teacher/school from requesting future projects.

Please visit <https://vapafoundation.org/> for more information.