



## MEMORANDUM

**TO:** Superintendents, Principals, & Guidance Directors  
**FROM:** Amanda Culhan, Program Coordinator for School Counseling  
**DATE:** December 1, 2015  
**SUBJECT:** School Intervention and Career Counseling Development Fund

The School Intervention and Career Counseling Development Fund provides grants to Indiana School Corporations to be applied towards the partial payment of the salary for a full-time, licensed Elementary (K-6) School Counselor. If interested in applying for a grant of up to \$15,000/year (totaling up to \$30,000 for two years pending availability) to partially fund a full-time, licensed elementary-level School Counselor, please read the details below (application available [here](#)).

**\*\*Note that the final awarded amounts for the 2016-17 school year will be shared with those schools selected for this award.**

- Indiana Code 20-20-17 provides guidelines for the allocation of funds to Indiana schools serving students in grades K-6 for the purpose of “addressing a documented need for a new or expanded school intervention or career counseling program.”
- The annual grant award to each selected school totals up to \$15,000 to be applied to the salary of a full-time elementary level school counselor.
- Grant applications are reviewed by a review committee. Consideration will be given to schools based on the following criteria:
  - Equitable geographic distribution – schools in urban, suburban, and rural areas will be given equal consideration
  - Consideration of the percentage of students within the school corporation who are designated at risk
  - Promotion of innovative methods for initiating and expanding school intervention or career counseling programs
  - Programs that demonstrate the greatest potential for implementation, replication and sustainability
  - Impact on counselor / student ratios where excessively high
- Grant funds would be available starting August, 2016 and ending June 2017 (up to \$15,000).
- [Applications](#) are due to [aculhan@doe.in.gov](mailto:aculhan@doe.in.gov) by Tuesday, December 22, 2015. Applicants will be notified of selections by Friday, January 22, 2016.

Any questions related to this grant/application should be directed to:

Amanda Culhan, IDOE Program Coordinator for School Counseling, [aculhan@doe.in.gov](mailto:aculhan@doe.in.gov) (317) 232-0510

Indiana Department of Education

Indiana State Capitol • 200 W Washington Street, Room 225 • Indianapolis, IN 46204

[doe.in.gov](http://doe.in.gov)