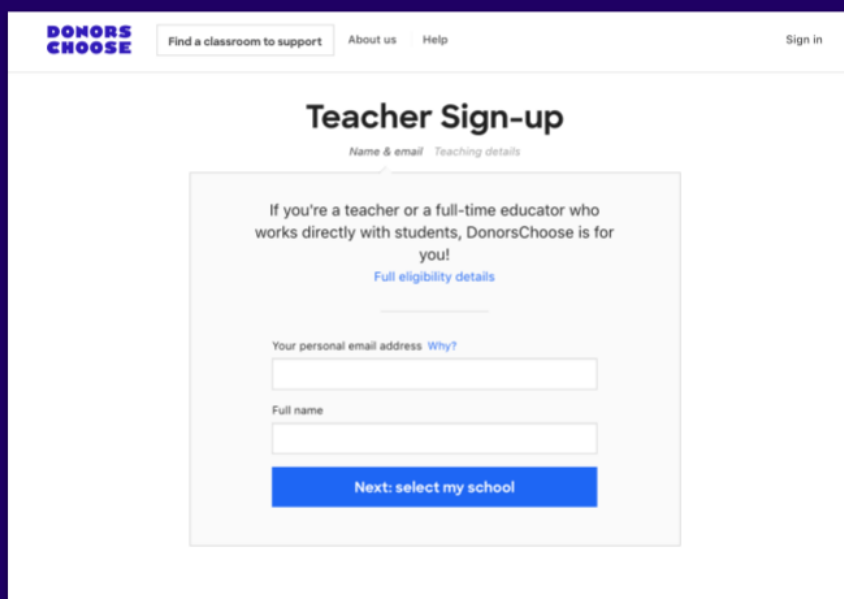


Creating a DonorsChoose Project to Benefit from the OSDE CLASS Program

Starting on February 4th, the Oklahoma State Department of Education will apply up to \$800 to Oklahoma classroom teachers' projects requesting resources to support students in response to COVID-19. Donations to eligible projects will be made shortly after a project is approved. Learn more at: bit.ly/DonorsChooseOK

Step 1: Create your DonorsChoose account.

Be sure to use your personal email address to create an account. This step should take no more than 5 minutes to complete. Already have a DonorsChoose account? Skip ahead to step two!



The screenshot shows the DonorsChoose website's teacher sign-up process. At the top, there's a navigation bar with the DonorsChoose logo, a search bar labeled "Find a classroom to support", and links for "About us" and "Help". A "Sign in" link is in the top right. The main heading is "Teacher Sign-up". Below it, there are two tabs: "Name & email" (which is selected) and "Teaching details". The "Name & email" tab contains a message: "If you're a teacher or a full-time educator who works directly with students, DonorsChoose is for you!" followed by a link for "Full eligibility details". Below this, there are two input fields: "Your personal email address Why?" and "Full name". At the bottom of the form is a blue button labeled "Next: select my school".


Step 2: Select “Standard Project” and enter “OKLAHOMA” as a campaign code

CREATE YOUR PROJECT

HI WHO WHAT WHY REVIEW


Welcome, Ms. Rowe.

You're in! Now let's get started creating your first DonorsChoose project.

 **Standard Project** Professional Development

You'll describe your students, shop online from stores like Amazon and Lakeshore (or request experiences like field trips for your students), and finish up by sharing it with the world! Most people spend about 20 minutes. Materials will be shipped to your school.

Let's go!

Enter a campaign code 

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Step 3: Write a short essay describing your students and classroom

HI WHO WHAT WHY REVIEW

About your students

Tell prospective donors who your students are and why they're special.

Grade level



Which grade level(s) will benefit from this project?
Select all

Pre-K Kindergarten 1st 2nd 3rd 4th
5th 6th 7th 8th 9th 10th 11th 12th



Number of students

How many students will benefit from this project this year?

Describe your students

Tell us what you love about your students. What makes them special? Specific details and anecdotes about your students are helpful.
 [See some good examples](#) 

Describe your students

Tell us what you love about your students. What makes them special? Specific details and anecdotes about your students are helpful.
 [See some good examples](#) 

My students are...

37 words to go

Save and continue

You can move on, but you will need to fill out: about your students before you can submit this project.

Write 2-3 paragraphs introducing your students to donors without disclosing individual names or the name of your school. Don't get into specifics about the project yet (you'll have a chance later), just focus on your students!

Hit the enter key to break your text into multiple paragraphs for better readability.

The first sentence of your second paragraph will be emphasized as a pull quote.

4

What makes your classroom and students special?

Step 4: Select a vendor and go shopping for materials!

HELP | Enter campaign code | CREATE YOUR PROJECT | CLOSE

HI WHO WHAT WHY REVIEW

Supplies Virtual Class Trip Virtual Class Visitor

Go shopping

Item availability and shipping timelines have been affected by COVID-19.

Where to find commonly requested items

Keep in mind, most teachers keep their projects under \$600.

Select a vendor to go shopping

Most items from these vendors are in stock and shipping reliably.

AKJ Education	Amazon Business	Best Buy Education	Blick Art Materials
Books, classroom collections (Wit & Wisdom, Jennifer Serravallo exclusives), leveled reading, STEM, digital subscriptions, and more.	Distance learning supplies, PPE, cleaning supplies, classroom basics, books, furniture, art supplies, eReaders, toys	Apple products, tablets, laptops, PCs, projectors, a/v equipment, 3D printing, appliances	Art supplies including paints, ceramics, drafting & architecture, art books & media, printmaking, and more

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Gather Inspiration

- ☐ **Review commonly requested resources** and where to find them through the DonorsChoose vendor catalog: bit.ly/3KRtfAI
- ☐ **Explore A+ projects** from fellow Oklahoma teachers on DonorsChoose to gather inspiration: bit.ly/3HnWd92

***Note: Teachers Pay Teachers Gift Cards and professional development resources do not qualify for this funding opportunity. Materials and/or virtual experiences requested should directly address student needs.*

Step 5: Review the items you've added to your cart

HELP | Enter campaign code

CREATE YOUR PROJECT

HI WHO WHAT WHY REVIEW

You're doing great!

Review your cart below (or continue shopping for more) and write a brief summary.

Jo Sonja's Artist Acrylics - Creative Sampler, Set of 12 Colors, 2/3 oz tubes \$58.98
[Remove](#) \$29.49 - Blick Art Materials

Materials cost \$58.98
Vendor shipping charges \$0.00
State sales tax \$0.00
3rd party payment processing fee ⓘ \$0.88
Fulfillment labor & materials ⓘ \$30.00
Total project cost ⓘ **\$89.86**
Suggested donation to support DonorsChoose ⓘ \$15.86

Total project goal \$105.72

Your project must include at least \$100 in resources. Please add another item.

[Continue shopping](#)

Summarize what's in your cart
Tell donors what your students need in one sentence.
[See some good examples](#)

Help me give my students

8 words minimum

Step 6: Describe how the materials you selected will help students learn amid the pandemic

HI WHO WHAT WHY REVIEW

Project details
Make your project stand out from the crowd.

Project title
Make it exciting and Capitalize It Like a Book Title.
[See some good examples](#)

2 words minimum

Will any of these resources be used to help students learn at home?
Regardless of your answer, you'll still have the option of shipping your materials to one address of your choice after you're funded.

☐ Yes ☒ No

About your project
How will these materials make a difference in your students' learning? Will they be used for learning from home? Help prospective donors picture the lessons you'll teach and your students' learning outcomes.
[See some good examples](#)

Example:

As a result of the pandemic and virtual learning, it has been some time since my students have come together for a full group project. This project will help foster community and aid in the development of my students' social skills as they will use these paints to create their very own interpretations of classical work done by famous artists such as Van Gogh, Monet, and Picasso. Students will explore different artistic styles and the unit will conclude with us creating a mural for the kindergarten wing of our school. Through this project, my students' intellectual and creative curiosities will be piqued, and the end result will help foster community throughout the entire school system.

Great job, you've written enough!

Use this as inspiration but remember to let your voice shine through!

Finish these sentences!

1. To help my students learn amid the pandemic, I could use:

2. To make an upcoming unit more engaging, my students would love:

3. To bring my dream learning activity to life, I'd love to get:

Step 7: Select the subject area that this project fall under

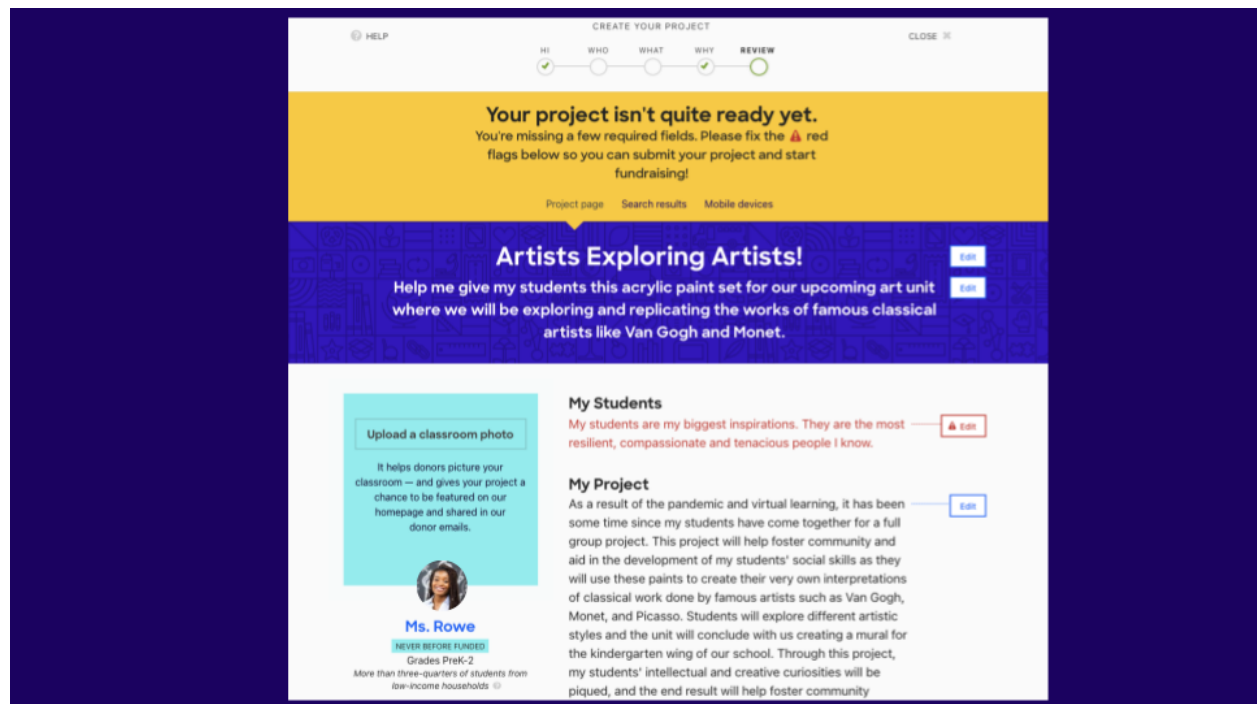
Subject areas

Which subjects are the best fit for this project? Choose up to two.

- Applied Learning
- Health & Sports
- History & Civics
- Literacy & Language
- Math & Science
- Music & The Arts
 - ☐ Music
 - ☐ Performing Arts
 - ☒ Visual Arts
- Racial Justice & Representation
- Special Needs
- Warmth, Care & Hunger

Save and continue

Step 8: Double check your work and submit to the DonorsChoose team for review!



Step 9: Keep an eye out for feedback from DonorsChoose

The DonorsChoose team may reach out to you with clarifying questions, or suggestions on how to improve your project. Keep an eye out for those communications so you can get your project posted. Once your project has been approved by the DonorsChoose screening team, your project will automatically be funded thanks to the OSDE.



Questions? Reach out to the DonorsChoose customer support at www.donorschoose.org/contact/contact_form.html

Get Ready for the OSDE CLASS Program by Completing this worksheet

Not sure how to get started? Explore A+ projects from fellow Oklahoma teachers on DonorsChoose to gather inspiration: bit.ly/3HnWd92

***Note: Teachers Pay Teachers Gift Cards and professional development resources do not qualify for this funding opportunity. Materials and/or virtual experiences requested should directly address student needs.*

What makes your students unique and special? How has COVID-19 impacted learning over the past two years?

How will the requested resources directly relate to helping students advance their academic learning or overall well-being in light of COVID-19?

What will you add to your DonorsChoose shopping cart?

Review commonly requested resources and where to find them through the DonorsChoose vendor catalog: bit.ly/3KRtfAI

1.
2.
3.
4.
5.
6.
7.