

WINFIELD USD 465 FOUNDATION

Grants to Teachers Application Form
Cover Sheet
Spring & Fall

Release dates September 1 and February 1
Deadlines: September 22 and February 22

Thank you for your interest in the Grant To Teachers Program. To insure anonymity during the selection process, please **put your name and your school's name on this cover sheet only**. Send three copies to **USD 465 Foundation, Debra Schwyhart, c/o District Office**.

The criteria for selection of grant awards is based on the following statement - Teachers will be rewarded for requesting funds for projects that emphasize new approaches to teaching and develop innovative programs which stimulate thought and expand the existing curriculum. Any purchases that require technology (i.e. software or hardware) must be approved by the Assistant Superintendent. The committee regrets we will not be able to fund requests that fall in the following categories:

1. The project is simply purchase of materials to augment an existing program.
2. The project may be adequately financed by available district funds.
3. The project is already in existence in some form within the district.
4. The project was previously given funds from the Grants to Teachers program.
5. The project is in violation of B.O.E. policies.

Date _____

Name of Applicant _____

Home Phone _____ School Phone _____

Position _____ Building _____

Project Title _____ Budget Request _____

To the best of your knowledge, are other funds available for this project? _____
If yes, please explain.

If this grant is awarded, it is the responsibility of the recipient to provide a copy of all invoices to the project committee at the end of the project and/or at the end of the school year.

Your signature indicates you feel this project meets the criteria listed above, and that you intend to supply the Foundation with a detailed report at the end of your project, if an award is made.

Signature of Applicant _____

Forward your proposal to: Winfield USD 465 Foundation
c/o District Office

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Date _____

Project Title _____

Budget Request _____

Section A.

1. Grade Levels to be served by this proposal _____
2. Approximately how many pupils will be affected by this proposal?
Directly _____ Indirectly _____

Section B. (On separate page(s), complete the following)

1. Write a brief description of your project. Include supplemental information (brochures, etc.), if available.
2. Explain the educational objectives of this project.
3. Give a time schedule of implementation.
4. How will the success of this program be evaluated?
5. Provide budget information. Please give specific information such as kinds of materials and equipment needed. If computer related, please specify if hardware or software is required. Please include all costs, including shipping and handling, honorariums, transportation, food, etc.
6. If technology (hardware/software) is included in the grant Assistant Superintendent must Approve.

Assistant Superintendent's Signature _____ Date _____

Total Project Cost _____

Would partial funding allow this program to be implemented? _____

If so, what is the minimum amount needed? _____

Explain what part of your program would be dropped to meet the minimum amount. (This can be coded on breakdown given in number 5.)

If the request is approved, funds must be spent during the 120 days following notification of award. Any unspent funds will revert back to the Foundation after 120 days and will not be available to grant winner.

If this project receives recognition or PR, the Winfield USD 465 Foundation should be identified as providing funds.

Building principal approval and certification that project meets criteria outlined on page one.

Signed _____ Date _____
Principal