



# TRENTON EDUCATIONAL FOUNDATION

## GRANTS TO TEACHERS APPLICATION FORM

Application for:  Mini-Grant (up to \$750.00)  Collaborative Grant (up to \$2,500.00)

Date: \_\_\_\_\_

Applicant's Name(s): \_\_\_\_\_

Applicant's Email : \_\_\_\_\_ Phone \_\_\_\_\_

Applicant's School \_\_\_\_\_ Position: \_\_\_\_\_

Project Title: \_\_\_\_\_ Budget Request: \_\_\_\_\_

### Check the Subject Area for Grant Application:

- |   |  |                                  |   |
|---|--|----------------------------------|---|
| <input type="checkbox"/> Art                    | <input type="checkbox"/> Language Arts | <input type="checkbox"/> Music   | <input type="checkbox"/> Science        |
| <input type="checkbox"/> Athletics              | <input type="checkbox"/> Math          | <input type="checkbox"/> Reading | <input type="checkbox"/> Social Studies |
| <input type="checkbox"/> Other (describe) _____ |  |                                  |   |

Write a two-sentence description of your proposal. If the proposal is funded, the description may be used in publications.\*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Be sure to indicate what the funds from this grant will purchase (i.e., software, books, computer, etc.)*

Please summarize how this project will provide a unique and/or innovative educational experience for students, teachers and the community.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Acknowledged by the Building Principal**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
**Acknowledged by the Technology Department**  
*(Only if appropriate)*

\_\_\_\_\_  
**Acknowledged by the Program Director**  
*(Only if appropriate)*

\_\_\_\_\_  
**Applicant's Signature(s)**

Application No. \_\_\_\_\_  
Office Use Only



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**Project Title:** \_\_\_\_\_

Describe your project. (Include statement of need, instructional objectives, plan for evaluation of the grant, materials, procedures and methods you will use and an explanation of how the grant will enrich instruction for students.) Do NOT use the backside of this form.

***(Please provide the project description on a one page typed document)***

1. Give a time schedule of events with a completion date.
  
  
  
  
  
  
  
  
  
  
2. If your grant is for technology materials, how does it fit with the district technology plan?
  
  
  
  
  
  
  
  
  
  
3. Approximately how many students (**number**) will be affected by this project, both directly and indirectly?

# \_\_\_\_\_ (affected directly)

# \_\_\_\_\_ (affected indirectly)

4. This grant is to be used for:

\_\_\_\_\_ individual class

\_\_\_\_\_ grade level

\_\_\_\_\_ department

\_\_\_\_\_ site

\_\_\_\_\_ other (specify) \_\_\_\_\_



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5. Detail your Budget Request. Include specific information such as kinds of materials and equipment needed, sources of supply, and costs. Categories to be used could be items such as: materials, equipment, transportation, honoraria, food, etc.

Vendor(s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Quantity	Description of Item to be Purchased	Unit Price	Total
<b>Shipping &amp; Handling:</b>		\$ _____	
<b>Total Amount Requested:</b>		\$ _____	
<i>Mini-Grant (up to \$750.00)</i>		<i>Collaborative Grant (up to \$2,500.00)</i>	

***Send Completed application to:***  
**Trenton Educational Foundation**  
**2603 Charlton Road, Trenton, Michigan 48183**

Application No. _____ Office Use Only
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