

Educational Entity Grant Proposal Guidelines 2026

Minimum \$2,000 up to a maximum of \$150,000

Deadline: September 1, 2026 @ 11:59 PM

Email your proposal to: foundationgrants@ssvec.com

- 800 – 1400 words. *No more than 5 pages, not including the Cover Page or Budget Sheets.*
- Font: Arial, 12pt
- Spacing: 1.15
- Margins: 1.00 inch
- Footer: include page number 1 of ____)
- Header: Applicant Organization + Grant Title
- **All pages (including cover page, graphics and budget sheets) must be integrated into one document. Multiple attachments will not be accepted.**

COVER PAGE = Contact Info + basic project info

Your cover page must contain items #1-17 as shown below

1. **Applicant Organization:** *Use the name the check will be cut to **IF** awarded*
2. **Entity Address:** *Use the address the check should be mailed to **IF** awarded.
Include City, State, and Zip*
3. **School or Entity Receiving the impact of this grant:**
4. **1st Contact Full Name + Title/Position in the Organization:**
5. **Contact Phone:** **Contact Email:**
6. **2nd Contact Full Name + Title/Position in the Organization:**
7. **Contact Phone:** **Contact Email:**

**Note: If a school, one of the contacts should be the principal*

8. PROJECT TITLE:

9. AMOUNT REQUESTED:

10. Will Grant Fully Fund Project? *if not, please state where your funding will come from. SSVEC cannot fund partial projects with this grant program*

11. Subject or Curriculum Target:

12. Grades impacted:

13. # of Students Impacted:

14. Projected start date: Projected end date:

15. Does this program already exist? (Y/N)

16. Does project support core curriculum or is it needed to meet state standards? (Y/N)

17. Does it support an education initiative? (Y/N)

End Cover Page

GRANT TITLE

1. Executive Summary (120 words max)

- What will money be used for & why is it important (in a nutshell)

2. Statement of Need/Justification

3. Goals and Objectives *(see sample STEM grant included in this document). Feel free to include any of the topics below in your goals/objectives section*

- Innovation - Is it a new idea? If not, why are you choosing a traditional approach? Has this approach been proven effective before?
- Strategic Vision – Does it align with your organization’s strategic goals?

4. Project Plan, Design, Implementation

- Show a clear plan of action, a timeline, a leader to see the project through.
- Does the plan contribute to existing infrastructure and goals?
- Feasibility – Do you have the infrastructure, budget, personnel to be successful?

5. Assessment/Evaluation Plan

- Will you collect data on the success of your project? If so, how will that data be collected and evaluated? What will you do with this data?

6. Sustainability

- Present how the project continues after funding is gone. Can you present evidence that the project is sustainable without further funding?

7. Conclusion (80 – 100 words)

8. Budget/budget sheets

Your budget must show line by line expenses that calculate a total project cost as shown below.

Do not include items that are supplied by your school or district.

Item	Total
Mathnasium Workbooks Qty 50	1750.00
Technology Writable Tables Qty 7	4900.00
Eraseable Tablets Qty 50	2500.00

Total Cost: \$9,150.00

SAMPLE GRANT PROPOSAL

(This sample grant does not include the required cover information page)

STEM Grant Proposal

Project Title: Expanding Access to Hands-On STEM Learning Through Community Robotics and Engineering Programs

Applicant Organization: Future Innovators STEM Initiative

Project Director: Dr. Maria Lopez

Funding Request: \$48,750

Project Duration: 12 months

1. Executive Summary

The Future Innovators STEM Initiative seeks funding to launch the Community Robotics and Engineering Program (CREP), a hands-on STEM learning initiative designed to increase access to science, technology, engineering, and mathematics education for middle and high school students in underserved communities. The program will provide experiential learning opportunities through robotics engineering, coding, and applied problem solving.

Funding will support robotics equipment, instructional materials, teacher training, student scholarships, and evaluation of program outcomes. By engaging students in collaborative engineering projects and real-world problem solving, the program aims to improve STEM literacy, increase student confidence in technical skills, and inspire long-term interest in STEM careers.

2. Statement of Need

The need for accessible STEM education has become increasingly urgent as technology continues to reshape the workforce. According to the U.S. Bureau of Labor Statistics, STEM occupations are projected to grow significantly faster than non-STEM occupations over the next decade. However, many students in rural areas lack exposure to high quality and practical STEM experiences that build both technical competence and confidence.

Only 8% of our students participate in extracurricular STEM programs, largely due to limited resources, lack of equipment, and insufficient instructor training. Because of lack of funding, we often prioritize core academic subjects, leaving little funding for enrichment programs such as robotics or engineering clubs.

Research shows that hands-on learning significantly increases student engagement and retention in

STEM fields. Programs that allow students to design, test, and refine solutions encourage critical thinking, creativity, and collaboration. Robotics programs in particular have proven effective at integrating multiple STEM disciplines, including mechanical engineering, computer programming, electronics, and mathematics.

Our school lacks funding for robotics kits, software licenses, or training for instructors. Without these resources, our students miss opportunities to explore STEM in ways that connect theory to real-world applications.

3. Project Goals and Objectives

The primary goal of the Community Robotics and Engineering Program is to increase access to hands-on STEM education while building student confidence and competence in technical problem solving.

Objective 1: Increase STEM Participation

Recruit and enroll at least 120 middle and high school students from three partner schools in the robotics and engineering program.

Objective 2: Improve Technical Skills

Provide students with instruction in robotics assembly, coding, and engineering design through weekly workshops and guided projects.

Objective 3: Foster Collaboration and Innovation

Engage students in team-based engineering challenges that promote creative thinking and problem solving.

Objective 4: Expand STEM Career Awareness

Connect students with STEM professionals through mentorship sessions, guest lectures, and career exploration activities.

Objective 5: Demonstrate Measurable Learning Outcomes

Achieve at least a 30% increase in student STEM competency scores based on pre- and post-program assessments.

4. Project Design and Implementation

The Community Robotics and Engineering Program will be implemented over a 12-month period and will consist of four major phases.

Phase 1: Program Planning and Preparation (Months 1–2)

During the initial phase, program staff will coordinate with partner schools to finalize program schedules and recruit participating students. Robotics kits, laptops, and instructional materials will

be purchased and distributed to participating sites. Teachers and program facilitators will receive training on robotics curriculum delivery and project-based instruction methods.

Phase 2: Instructional Workshops (Months 3–8)

Students will participate in weekly two-hour workshops focusing on core robotics and engineering principles. Instruction will include introduction to robotics systems, basic programming concepts, engineering design processes, sensor integration and automation, and problem-solving through iterative testing.

Phase 3: Engineering Challenge Projects (Months 6–10)

During this phase, students will apply their knowledge to complete more complex design challenges. Each team will identify a problem, develop a robotic solution, test prototypes, and refine their designs based on performance results. Mentors from local universities and technology companies will provide guidance throughout the process.

Phase 4: Robotics Showcase and Competition (Months 11–12)

The program will conclude with a community STEM showcase and participation in a regional robotics competition. Students will present their designs, demonstrate their robots, and explain the engineering principles behind their projects.

5. Evaluation Plan

Evaluation will play a critical role in assessing program effectiveness and guiding future improvements. Both quantitative and qualitative methods will be used to measure outcomes.

- Pre- and Post-Assessments: Students will complete assessments at the beginning and end of the program to measure gains in STEM knowledge and technical skills.
- Participation Metrics: Program staff will track student attendance and engagement levels.
- Student Surveys: Surveys will measure student attitudes toward STEM subjects and interest in STEM careers.
- Instructor Observations: Facilitators will document student progress and collaboration.
- Competition Results: Performance in robotics competitions will provide additional evidence of program success.
- Evaluation findings will be compiled into a final report shared with funders and program partners.

6. Sustainability

To ensure long-term sustainability, the Future Innovators STEM Initiative will pursue partnerships with local technology companies, universities, and school districts. Equipment purchased through this grant will remain with partner schools for continued program use.

Teachers trained during the program will be able to integrate robotics and engineering activities into classroom instruction. The organization will also seek future funding through corporate sponsorships,

educational foundations, and community fundraising events.

By building capacity within schools and strengthening community partnerships, the program will continue expanding STEM opportunities for students beyond the initial grant period.

7. Conclusion (80 – 120 words)

Thank you for your consideration, this grant will greatly benefit our students and further prepare them for future careers in Science, Technology, Engineering, and Math..... etc.

8. Budget Overview

Item	Cost
Robotics Kits and Components	15,000.00
Instructor Training	9,250.00
Robotic Manuals	5,000.00
Laptops and Software Licenses	10,500.00

Total: \$39,750.00