

McMinn County Educational and Community Foundation

Teacher Mini-Grants

Teacher Grant Information and Instructions

- Grants are offered each year to teachers in the McMinn County, Athens City, and Etowah City School Systems for funds to purchase supplies or equipment which are not funded by local, state, or federal school system funds. **Please check with your principal or supervisor to make sure your requests are not already available to you.**
- If you have applied for an MCEF Teacher Mini-Grant in the past, you will notice a different look to the application.
- **As last year, the amount budgeted for teacher mini-grants through the MCEF is \$16,000 and will be divided equally with each school being eligible to receive \$1,000. If one school does not apply for \$1,000, the extra will be applied to another school or schools.**
- Please choose one teacher to be the contact person as indicated on the application if applying as a group.
- The application must be complete, with teacher(s)' and principal's signatures.
- Applications must be submitted by the **deadline of September 28, 2018**
- **ONLY by mailing to:**
MCEF, PO Box 2, Athens, TN 37371-0002
 - **Do not email your application or send to your central office.**
- Please contact Julia Reedy, Executive Director, if you have questions.

423-404-4191

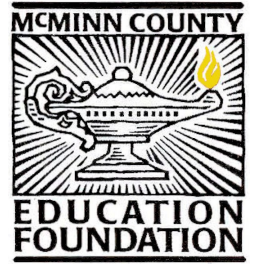
mcminncef@gmail.com

- The same as last year, you will be required to answer a few questions, send a copy of your receipt, and, if possible, a photograph of your students using the items purchased to the MCEF by January 31, 2019. If you applied as a group, be sure all applicants' names are on the reporting form. Failure to send this report will make you ineligible to receive MCEF Mini-Grants in following years.

If your grant is accepted, you will receive an invitation to attend the awards ceremony on *November 8, 2018 at 4:45 at the McMinn County Center for Educational Excellence.*



McMinn County Educational and Community Foundation Teacher Mini-Grant Application



Contact Teacher's Name _____

Co-Applicant(s) _____

Contact Teacher's Phone # _____ Email _____

School _____ School Phone # _____

Principal's Name _____

Project Title: _____

Amount Requested: _____ Number of Students Served: _____ Grade Level(s) _____

Project Description:

Project Rationale:

Project Objective(s):

Evaluation Process Planned:

Project Budget:

ITEM	SUPPLIER	UNIT COST	TOTAL COST
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TOTAL

(If more space is needed, please attach an additional sheet. You may also wish to attach catalog pages to clarify desired purchases.)

Teacher(s) Signature(s) _____

Principal's Signature _____

Before submitting your proposal please check the following:

_____ I have double checked the instructions to ensure that I have followed them.

_____ I filled out the application completely.

_____ I have signed the application.

_____ I have gotten my principal's signature.

_____ I am mailing or emailing my application by the deadline.

(Incomplete or late applications will be disqualified.)

McMinn County Educational and Community Foundation

Teacher Mini-Grant Reporting form

Return this form to MCEF, PO Box 2, Athens, TN 37371-0002 or mcminncef@gmail.com

later than January 30, 2018

to remain eligible for an MCEF Mini-Grant in the future.

Please attach a copy of the receipt of purchase and any photographs that you can share with the MCEF. Please be sure that any children in the photographs have permission to be photographed and have their pictures shared on Facebook, our webpage, etc....

Name(s)_____

School_____

1. Are you satisfied with the grant funded project?
2. Do you see this project continuing? Explain.
3. Are there any stories you can share concerning students' success because of this grant funded project?

Thank you for participating in the MCEF grant program and for teaching our children,

Julia Reedy, ED of MCEF