



Mini-Grant Application \$50-\$1000

Utah Credit Union
Education Foundation

Name(s): _____ Date: _____

School Name: _____ Email: _____

School Address: _____ Phone: _____

City, State, ZIP: _____ District: _____

Principal: _____ Grade Level: _____

Amount Requested: _____ Number of Students Impacted: _____

Are you a public school teacher in the state of Utah? Yes No

Have you received a grant before? Yes No When? _____ How much? _____

Instructions:

Please read qualifications and guidelines before filling out form. Fill out form completely. INCOMPLETE FORMS WILL NOT BE CONSIDERED FOR REVIEW. Use current form dated May 2004.

Purpose:

The Mini-grant is a one-time grant to be used primarily for items that impact individual classrooms. These grants should be used to cover classroom instruction-related expenses, classroom supplies, and items teachers are covering with their own out-of-pocket funds. Items purchased with grant money should be used year after year and belong to the classroom in the school they were purchased for.

Qualifications:

Applicant must be a public school teacher within the state of Utah, grades K-12. Teachers will not be awarded more than one grant per school year. \$3000 will be limited to each elementary school per school year. All recipients agree to submit an Accountability Form within 30 days of receipt of awarded funds.

Guidelines:

- Priority will be given to grants which cover core curriculum materials that will be used by and for the kids.
- Project must meet a need and justify the amount of funding requested.
- Project must directly involve and benefit students.
- Audio/visual equipment will only be funded if the teacher/school has exhausted its media center budget.
- Judging of projects will be based upon criteria outlined on this form.

Restrictions:

Grants in the following categories are not eligible:

- Incentives/Rewards
- Field Trips & Travel costs
- Artist-in-Residence
- Teachers' aides/staffing
- Stipends for time/salaries
- Plants & Furniture
- Disposable items
- Training, conferences, or seminars
- Audio enhancement systems
- Character Education

In addition, the grants are awarded based on the following guidelines:

- The maximum amount for books for an individual classroom is \$350.
- The maximum for manipulatives and other miscellaneous supplies is \$350.
- Larger amounts may be granted for specific projects that cannot be completed without the full amount requested. For example, if a request is made for \$1000 in books, \$350 will most likely be granted. If a request is made for a \$1000 piece of equipment, such as a computer, and it cannot be purchased for less, \$1000 will most likely be granted

Deadline & Notification:

The deadline is the last day of each month. Teachers will be notified within 30 days of acceptance or denial.

1. Project Title: _____

2. Describe the purpose of the project:

3. How does this project encourage and showcase educational best practices?

4. What aspects of the project would be most interesting to parents, students, educators, and the general public?

5. Can you please provide specific examples of quantifiable benefits resulting from the project?

6. Describe how this project meets the Mini-Grant purpose, qualifications, and guidelines:

7. Total Budget for project: (Be specific. List items to be purchased and approximate cost. List titles of books, videos, manipulatives, etc.)

8. If your request is granted, how do you plan to maintain the item(s) requested?

9. What is your school's current inventory of the materials applied for?

10. What other resources have you looked into for funding this project?

Please submit application with ALL of the above information to:

Mail:

100% for Kids: Utah Credit Union
Foundation
Attn: Foundation Coordinator
1805 South Redwood Road Suite 200
Salt Lake City, UT 84104

Fax:

100% for Kids: Utah Credit Union
Foundation
Attn: Foundation Coordinator
(801) 975-9301

Online:

www.100percentforkids.com

For questions, contact us at 1-800-662-8684 or by e-mail at foundation@ulcu.com.