Second-Year Classroom Grants: Guidelines and Application

Education Minnesota Foundation for Excellence in Teaching and Learning

This application is intended for classroom grant recipients who wish to expand on their original objectives and who have the potential to realize additional goals based on the learning and outcomes of their first grant. You may request up to $3,000.

A second year of funding may be awarded to a current grant recipient who meets the following guidelines:

• Application must be mailed or emailed and received by this office by 4 p.m. April 1, 2015.

• Mid year financial report has been filed with the Foundation office (Nov. 21 of your first grant year).

• The applicant has reasonable expectation of being employed in the capacity to carry out the grant if awarded.

• The applicant continues to be an active member of Education Minnesota.

• The data sheet is completed and returned with the narrative questions to the Foundation by the 4 p.m. April 1, 2015 deadline. These two items constitute the Application.
The following questions must be word processed or typed on separate paper; 12 point type, double spaced is required. Please limit your narrative to a maximum of four pages, which include the budget.

1. Summarize what you believe is the key learning thus far from the first year of your project.

2. What do you propose to do to advance teaching and learning in a second year? What data have you collected/analyzed that supports this new effort?

3. If more than one year has elapsed since the end of your first project, what has transpired since then to motivate this application?

4. Include a budget for year two in a table or chart; include any plans for acquiring additional, sustainable funding for this project. The maximum request is $3,000; matching funds and in-kind donations will need to be verified at the time of the award.

In addition to these four questions, your original application (for the current project) will be re-examined by the Board reviewers. They will be looking for the following points and how they relate to the new application:

- What were the original objectives?
- What data are/were to be used to measure success? Is evaluation of the project an ongoing activity?

Revised 8/1/14
Second-Year Classroom Grant Application: Data Sheet

ALL APPLICANTS MUST ADDRESS ALL NARRATIVE TOPICS AND COMPLETE THE DATA SHEET.

Project Coordinator’s Name (one person only): 

Project Coordinator’s Title/Assignment: 

Project Team Members: 

Current Grant Project Title: 

Previous Grant Project Title: 

Previous Grant Project File #: 

Total Amount Requested (up to $3,000): $ 

Home Address, City, State, ZIP: 

Home/Cell Phone: 

School Name: 

School Address, City, State, ZIP: 

School Phone: 

Email Address: 

Project Coordinator’s Signature: 

Date: 

(continued on back)
YOUR LOCAL/AFFILIATE PRESIDENT SHOULD COMPLETE THIS SECTION

Local or Affiliate Organization: ____________________________________________

Local or Affiliate President Name (please print): _____________________________

President’s Phone Number: _______________________________________________

President’s Email: _______________________________________________________

My signature below indicates that I have reviewed this application. Should this project be awarded grant funds, the local or affiliate agrees to support the project and help in reporting financial expenditures. My signature also certifies that the member coordinator is a member of Education Minnesota holding active membership status and that the local/affiliate will act as fiscal agent for grant funds.

Signature of local or affiliate: _____________________________________________

Date: __________________________________________________________________

Applications should include:

• This data sheet
• Answers to four questions on guidelines