

Affton Education Foundation

Application for Teacher Grant 2023 - 2024 School Year

Application Deadline: September 29, 2023

Grants Announced: Early November 2023

Applicant's Name _____ (2 teachers to any grant)

Home Address _____ City _____ Zip code _____

E-Mail Address _____

Home Phone _____ School Phone _____

Position _____ Building _____

Project Title _____

Budget Request _____ (Maximum Grant Amount - \$1,000)

Signature of Applicant _____

Signature of Supervisor _____

Application Procedure:

1. Download and print out this 2-page application.
2. Complete the page 1 cover sheet, making sure to include your contact information, position and building, as well as the project title and proposed budget amount.
3. In a separate document, describe your grant proposal in detail by responding to the questions on page 2 labeled "Project Description" and "Evaluation."
4. Attach your grant proposal document to the cover page.
5. Attach your "Budget Worksheet," as well as copies of any supporting materials you wish the Selection Committee to consider.
6. Sign where indicated, and obtain your supervisor's approval and signature.
7. Submit your entire grant proposal packet to AEF to arrive by September 29, 2023.
8. Keep a copy of your submission for your records.

PLEASE NOTE:

In order to be considered, hard copy (paper) grant proposal packets must be received by AEF by the September 29, 2023 deadline.

Submit completed grant proposal packets through interoffice mail to:
Affton Education Foundation – c/o Affton High School – Attn: Judy Rethwisch

Project Description

1. What are your objectives? Please include desired outcomes and how they are related to student outcomes, student opportunities and the classroom curriculum.
2. Describe the projects activities you wish to undertake. Please address what will be done, where it will be done, who will do it and what resources will be utilized.
3. Give a time schedule for implementation for the project.
4. Approximately how many students will be affected by this project, both directly and indirectly?

Evaluation

1. How will you determine whether your objectives have been achieved and whether your project is successful? Describe the specific means you will use to evaluate achievement of each objective.
2. What will happen to the project at the conclusion of the grant? If it is to continue, would additional funding be required?

Budget Worksheet

Your proposed budget may be in any amount up to the limit of \$1,000.00. Please detail your budget request to include specific information regarding material and equipment needed and sources of supplies and their cost. Be sure to include estimated shipping/handling in your proposed budget. **Please attach your proposed budget worksheet to your application packet.**

Areas that could be covered: Supplies (including text books), Equipment, Expertise (speakers-workshops), Transportation, Shipping & Handling, Other. This can be a close estimate, but please be as accurate as possible.

Note: All materials must be ordered by the Affton Education Foundation. All materials and equipment related to the project become the property of the Affton School District.