



PO Box 2425, Poquoson, Virginia 23662 Website: <http://www.pefva.org>

INSTRUCTIONAL CLASSROOM GRANT PROGRAM for Teachers SPRING 2018

The purpose of the Classroom Grant Program for Teachers is to provide financial support up to \$300 to provide materials, supplies, and/or resources to enhance and improve the classroom learning experience in alignment with the Virginia Standards of Learning.

Name _____
School _____
School telephone number (____) _____
Applicant's e-mail address (____) _____
School address _____
(City) _____ (State) _____ (ZIP) _____
Position and/or title _____

I. BASIC INFORMATION

Project Title _____
This project is designed for (check one):
____ Primary ____ Elementary ____ Middle ____ High

II. TARGET GRADE LEVEL(S) _____ (K-12)
Subject area(s) or discipline(s) for which the project is designed, if appropriate

III. NARRATIVE (Please answer the following using the lines provided below.)

1. Project description: Please describe your project in as much detail as possible. Be sure to include a brief description of plans and activities for your project.

2. Standards of Learning Objectives: What are the learning objectives of this project? How do they correlate with the Virginia Standards of Learning?

3. Evaluation: How will you know if the objectives have been met? How will the outcomes be measured?

4. Dissemination: Would your project be of value to other educators? How would you share your ideas?

IV. BUDGET

Item	Quantity	Cost per Unit	Total
1.			
2.			
3.			
4.			
5.			
Please round up to nearest dollar amount!			Total:

V. SIGNATURE

 Typed Applicant

 Date

Application **must be emailed by the principal of the teacher submitting the Grant Proposal.** Applications not emailed by the principal will not be considered. Grant applications will be reviewed by a committee of Foundation Board members. To be considered, grant applications for spring semester must be received via email no later than **January 17, 2018.** Applications should be emailed to:

mstallin@cox.net

Funded projects must be implemented within the 2017 - 2018 school year. At the conclusion of each funded project, a **project report must be completed and mailed to PEF by June 30, 2018, at PO Box 2425, Poquoson, VA 23662 or emailed to Mary E. Stallings at mstallin@cox.net.**

Project report will include:

- 1) A comprehensive assessment of student outcomes and achievements, information on insights gained and how those insights will affect future teaching efforts, as well as opportunities for improvement and lessons learned.
- 2) A complete final accounting including invoice and receipt copies. (School bookkeeper will take care of accounting.)

Note: Any funds awarded but not utilized must be returned to PEF, check made out to Poquoson Education Foundation.

*Grant awards are subject to final approval by school principal and Deputy Superintendent of Instruction and Support Services. No funding will be allowed from awarded grant monies for unauthorized or non-itemized expenditures. Grant winners and some of their students may be asked to present their project or activities at a PEF Board of Directors' meeting. Grant winners will be requested to sign a PEF photo release permission statement prior to grant award.

